

Individual Tenancy Application

A separate application is required for each adult resident – to avoid delays give full details - this form **MUST** be completed prior to carrying out credit searches – www.LandlordZONE.co.uk/verify.htm

Prospective Tenant Details:

Title: Mr Mrs Ms Dr Revd:

Last Name:

First Name:

Middle Name/s:

Any Previous Name/s in Full:

Address:

Post Code:

Time spent at this address:

Years:

Months:

Tel: Home:

Work:

Mobile:

e-mail address:

Identification (Please supply N.I. number with driver's licence or passport, plus photocopy showing your photo)

Date of Birth:

National Insurance Number:

Driver's Licence Number:

Passport Number:

Status: Single ☐ Married ☐ Divorced ☐ Widowed ☐ Living with Partner ☐
(tick box)

House owner ☐ Council Tenant ☐ Private Tenant ☐ Lodger ☐
Living with relatives or friends ☐ (tick box)

**Answer clearly –
write Yes or No ?**

Smoker?

Pets?

County Court
Judgements?

Court Decree?

Bankruptcy?

Evictions?

Criminal
Convictions?

Administration
Orders?

If yes to any of these, please give full details over...

Previous Addresses – full addresses for last **three years** including postcodes, dates, and reasons for moving – continue over if necessary...

Present Landlord [] or, Letting Agent [] Solicitor [] Estate Agent []
(tick a box)

Name:

Telephone:

Full Address:

Post Code:

Previous Landlord [] or, Letting Agent [] Solicitor [] Estate Agent []
(tick a box)

Name:

Telephone:

Full Address:

Post Code:

Proposed additional residents – names, full addresses and occupations:	
Continue over if necessary...	
Present Occupation: Employed [] Self-Employed [] On-Contract [] Retired [] Un-employed [] Student [] Independent Means [] (tick box)	Employer:
Line Manager or other contact:	Address:
	Post Code:
Date started this employ:	Employer Telephone:
Fax:	Email:
Employee Ref No:	Position Held:
Gross Annual Earnings £	Your work Fax:
Your work Telephone:	Your work email:
Is your employment permanent?	Do you plan to change employment soon?
Previous Occupation (if less than 3 years):	Employer:
Line Manager or other contact:	Address:
	Post Code:
Date started this employ:	Telephone:

Bank or Building Society Details:		Bank Branch Name:	
Bank or Society Current A/c Name:		Bank Address:	
		Post Code:	
Account Number:		Sort Code:	
Vehicle/s to be kept at the property (include cycles, motor cycles and caravans)			
Make:	Model:	Reg. No:	
Surety Guarantor / Referee (where applicable)			
Full Name:		Occupation:	
Address:			
Post Code:			
Telephone:			
Next of Kin / Emergency Contact (not spouse or live-in partner)			
Full Name:		Occupation:	
Address:			
Post Code:			
Telephone:			

