Residential Lettings

Application Form

Personal Details:

	Applicant 1	Applicant 2
Property Address		
Title *(Mr, Mrs, Miss, Ms, Dr etc)*		
Full Name		
Date of Birth		
Contact Number		
Email Address		
Current Address		
What date did you move in?		
Reason for moving?		
Do you require a visa to live in the UK?		
How many people will be living at the property? *Please include names and ages.*		
Current living situation? *If renting, what is your notice period?*		
Any smokers?		
Do you have any pets? *(if yes, please state how many and which type)*		
Date occupancy is required?		
Next of Kin *(This cannot be each other)* Please provide contact details.		

Employment Details:

	Applicant 1	Applicant 2
Are you currently employed? If so, what sort of employment? *(Agency, Temporary Contract, Permanent Contract etc)*		
Annual Income		
Job Title		
Start Date		
Name of Workplace		
Employer Contact Details		
Are you aware of any changes to your employment in the next 12 months?		
Are you in receipt of any benefits? If yes, what are they and how much? *(Universal Credit, ESA, PIP, DLA etc)*		

Credit History & Sanctions:

	Applicant 1	Applicant 2
Have you had any adverse credit in the last 7 years? *(CCJ's etc)*		
Have you had any rent arrears in the last 5 years?		
Do you have any sanctions (OFSI)?		

ID Requirements:

Please return the application form within 24 hours of the viewing along with the following to **Ward Surveyors Ltd**, 20 Station Road, Hinckley, LE10 1AW or **lettings@wardsonline.co.uk**.

Proof of ID (one of the following for each applicant)*:

- Passport (British or EEA)
- Biometric Residence Permit (BRP) and/or share code
- Birth or adoption certificate AND full or provisional diving license issued in the UK

and

Proof of Address (one of the following for each applicant)*:

- Full or provisional driving license issued in the UK (if not used for ID)
- Bank statement dated within the last 3 months
- Utility bill dated within the last 3 months

***A list of all other forms of acceptable documentation can be found on the Government website.**

Should your application be successful, a holding deposit will be required to reserve this property and you will go through referencing. Along with referencing, an AML and Sanction check will be completed.
Please Note: This will be withheld if any relevant person (including any guarantor(s)) withdraw from the tenancy, fail a Right-to-Rent check, provide materially significant false or misleading information, or fail to sign their tenancy agreement (and / or Deed of Guarantee) within 15 calendar days (or other Deadline for Agreement as mutually agreed in writing).

For safety purposes, all applications and information will be shredded/erased once an application has been accepted.

Applicant Signatures:

Applicant 1 Signature: _____ Date: _____

Applicant 1 Name: _____

Applicant 2 Signature: _____ Date: _____

Applicant2 Name: _____