

APPLICATION FOR TENANCY

John Bell Management

Please complete this form fully and legibly. Include contact telephone numbers where requested.

Name of Applicant (full name)

Any other name you are or have been known by

Date of Birth/...../19..... (this is a legal requirement to protect against misuse of information)
Day Month Year

Telephone Number (Home) (Work)

Number of Children (include ages and sex of children who will be living with you)

List all pets

Do you, or other members of your household, smoke? Yes No

Present Address (including postcode)

Length of Time at this Address: years months

Property Owner Private Tenant Council Tenant With Parents Temporary

Previous Address (including postcode) if less than 3 years at present address

Length of Time at this Address: years months

Property Owner Private Tenant Council Tenant With Parents Temporary

Full Address of Present/Previous Landlord or Managing Agent

Postcode:
Telephone No.

Are you aware of any County Court Judgements, Court Decrees, Bankruptcy or Administration Orders against you (if yes, please specify on separate sheet) Yes No

Current Employment Details

Name & Address of Employer/Workplace (including postcode)

Position Held: Personnel Contact: Telephone No.

Full-Time & Permanent: Yes No (if not give details)

Number of years with this Employer years months

Previous Employment Details (to be given if less than 12 months at current employer)

Name & Address of Employer/Workplace (including postcode)

Position Held: Personnel Contact: Telephone No.

Employment Dates: From until

Accountant Details (Self-Employed only)

Postcode:
Telephone No:

Alternative Address for Government Approved Deposit Protection Scheme

As an aid to preventing fraud, it is essential that all applicants supply an alternative address (for example that of a friend or relative), where they can be contacted during and after the tenancy

Postcode:

Character Referee:

Postcode:
Telephone No:

Current Bank/Building Society Account		
Account Name:	Account No:	Sorting Code : :
Name of Bank/Building Society		Telephone No:
Full Address of Bank/Building Society (including postcode)		

Declaration

I hereby confirm that the information provided by me is to the best of my knowledge true. I agree that Rentchecks, HomeLet or their approved agent (including John Bell Management) may take steps to verify the information in this application form and that in order to do so they may search the files of a Credit Reference Agency and IDS Ltd, the insurance industry's data collection agency, which will keep a record of that search. I understand that I may request the name and address of the Credit Reference Agency to whom I may then apply for a copy of the information provided. I understand that the results of the findings will be forwarded to HomeLet, the Council and/or the landlord and may be accessed again should I default on my rental payment or apply for a new tenancy agreement in the future.

I also understand that in the event of my defaulting on the rental payment, that any such default may be recorded with the Credit Referencing Agency and IDS Ltd, who may supply the information to other credit companies or insurers in the quest for the responsible granting of tenancies, insurance and credit.

I understand that in the event of any default by me in respect of the covenants in my tenancy agreement with my landlord, the information contained herein may be disclosed to HomeLet and/or one or more tracing companies and/or debt collection agencies in order to recover any monies due or to trace my whereabouts. I understand that the information provided by me may be transferred to a country outside of the EU for the purposes only of processing this referencing application, notwithstanding such transfer, HomeLet will remain the Data Controller for the purposes of this application.

The information provided in this form by me is information as described in Ground 17 of the Housing Act 1996 and I understand that if any information within this application is found to be untrue, it is grounds for termination of the tenancy. I understand that the assessment of my application presumes that at some time during my tenancy agreement, I may be granted or allowed some form of deferred payment. I also understand that any default in the payment of rent will affect any future application for tenancies, credit or insurance.

I hereby authorize the above named bank or Building Society to respond to status enquiries made in respect of this application.

I also agree that should deposit/rent monies be held in an interest-bearing bank account, interest can be retained by John Bell Management (*agreement is needed to comply with our Rules of Conduct*).

Applicants Signature..... Name..... Date.....

HomeLet is a trading name of Hanover Park Services plc.
 Registered address: 84-88 Church Road, London, SE19 2EZ
 Company Registration No: 04194617.
 Hanover Park Services plc. is a member of the General Insurance Standards Council.

Agent No: HA4871

John Bell Management (Chartered Surveyors),
 The Corner House, Tuttington Road, Aylsham, Norwich, NR11 6TA
 Telephone (01263) 734403