

**APPLICATION FOR TENANCY
OF RENTED PROPERTY
(PRIVATE & CONFIDENTIAL)**



To be fully completed and signed by all people over 18 years of age to live in the property.

If insufficient space, please give additional information on plain sheet of paper.

PROPERTY ADDRESS	
Postcode:	
Rent per calendar month: £	Expected duration of stay: long/short term
Proposed start date:	Is this a joint application Y / N

APPLICANT 1 (lead name for deposit administration)		
Mr/Mrs/Ms/Miss Surname:	First name: (include middle names)	Date of birth:
Marital status: SINGLE / MARRIED / SEPARATED / DIVORCED Maiden name: Any other surnames: National Insurance No:	Current address: Postcode:	Telephone: (h) (w) (m) (email)
Are you currently: PROPERTY OWNER / COUNCIL TENANT / PRIVATE TENANT / WITH PARENTS OR FAMILY OTHER:	Period at above address: (Please give details of previous addresses & occupation dates for last 3 years on separate sheet)	Reason for move

APPLICANT 2		
Mr/Mrs/Ms/Miss Surname:	First name: (include middle names)	Date of birth:
Marital status: SINGLE / MARRIED / SEPARATED / DIVORCED Maiden name: Any other surnames: National Insurance No:	Current address: Postcode:	Telephone: (h) (w) (m) (email)
Are you currently: PROPERTY OWNER / COUNCIL TENANT / PRIVATE TENANT / WITH PARENTS OR FAMILY OTHER:	Period at above address: (Please give details of previous addresses & occupation dates for last 3 years on separate sheet)	Reason for move

PLEASE NAME ALL CHILDREN & OTHERS TO LIVE IN PROPERTY (If under 18)		
Name:	Name:	Name:
Date of Birth:	Date of Birth:	Date of Birth:
Relationship to applicants:	Relationship to applicants:	Relationship to applicants:

WILL THERE BE ANY SMOKERS LIVING IN THE PROPERTY? Y / N	WILL YOU HAVE ANY ANIMALS IN THE PROPERTY? Y / N	If yes please give details:
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Please post or fax to:
pc! Lettings Ltd 89 Duke Street, Barrow-in-Furness, Cumbria, LA14 1RH
Tel: 01229 831111 Fax: 01229 813111

BANK / BUILDING SOCIETY ACCOUNT DETAILS (PLEASE NOTE THIS IS FOR OFFICE USE ONLY. YOU MUST SET UP A STANDING ORDER FOR THE RENTAL PAYMENTS)	
APPLICANT 1	APPLICANT 2
Bank/Building Society Name:	Bank/Building Society Name:
Address:	Address:
Postcode: Tel:	Postcode: Tel:
Account name:	Account name:
Sort code:	Sort code:
Account number:	Account number:
How long have you held this account?	How long have you held this account?

CURRENT EMPLOYMENT STATUS	
APPLICANT 1	APPLICANT 2
Company Name:	Company Name:
Address:	Address:
Postcode: Tel:	Postcode: Tel:
Position held:	Position held:
Salary: £ per week / month / annum	Salary: £ per week / month / annum
BASIC / BASIC + COMMISSION / COMMISSION ONLY	BASIC / BASIC + COMMISSION / COMMISSION ONLY
PERMANENT / FULL TIME / PART TIME / FIXED TERM CONTRACT / TEMPORARY (delete as appropriate) Please state length of contract if fixed term or temporary:	PERMANENT / FULL TIME / PART TIME / FIXED TERM CONTRACT / TEMPORARY (delete as appropriate) Please state length of contract if fixed term or temporary
Date current employment commenced:	Date current employment commenced:
Contact name for reference purposes:	Contact name for reference purposes:
Their position:	Their position:
Tel & Contact address, if different from above:	Tel & Contact address, if different from above:

CHARACTER REFERENCE	
Please give details of 1 person per applicant (not friends, relatives or employers) who may be approached by us to provide character references:	
Name:	Name:
Occupation:	Occupation:
How long have they known you?	How long have they known you?
Address:	Address:
Postcode:	Postcode:
Tel: (h) (w)	Tel: (h) (w)
Will they be giving a reference for: Applicant 1/applicant 2 / both?	Will they be giving a reference for: Applicant 1/applicant 2 / both?

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Declaration

I/We, the above named applicant(s) confirm that the information supplied is to the best of my/our knowledge and belief, true. I/We have no objection to this information being verified by whatever means deemed appropriate to the application for the tenancy and understand that any findings may be discussed or forwarded to the Landlord(s) of the property and that any financial searches may be recorded. I/We also understand that the submission of this application form & administration fee does not guarantee the offer of a tenancy of the property, which is subject to Contract, receipt of satisfactory references & acceptance by the Landlord(s). NB The landlord and/or his Agent reserves the right to refuse any application without given reason & may withdraw from the proposed tenancy at any time before it starts.

Please tick this box if you do not want us to pass on your details to obtain a free tenants insurance quote

Non refundable administration fee enclosed: £140.00 (£116.67 + vat)

Applicant 1 signature:	Applicant 2 signature:	Date:

PLEASE DO NOT WRITE IN THE SPACE BELOW

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