



**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 & attach to
form)**

| | |
|--------------------------|------------------------------------|
| PROPERTY ADDRESS: | |
| | |
| Postcode: | |
| Rent per cal month: £ | Rental Agreement period months |
| Proposed start date: | Is this a joint application? Y / N |

| | | |
|------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------|
| APPLICANT 1 (lead name for deposit administration) | | |
| Surname: | First name: (include middle names) | Date of birth: |
| Marital status: SINGLE / MARRIED / SEPARATED / DIVORCED Maiden name (if applicable): 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) | Date of departure: Reason: |

| | | |
|-------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------|
| APPLICANT 2 | | |
| Surname: | First name: (include middle names) | Date of birth: |
| Marital status: SINGLE / MARRIED / SEPARATED / DIVORCED Maiden name (if applicable): 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) | Date of departure: Reason: |

| | | | |
|----------------------------------------------------------------------------------------------------------------------------------------|-----|-------------|-----|
| If you have lived at your present address for less than 3 years please give details (continue on blank sheet if necessary): | | | |
| Dates From: | To: | Dates From: | To: |
| Address: | | Address: | |
| Postcode: | | Postcode: | |

*Please post or fax to: pc! Lettings Ltd
89 Duke Street, Barrow-in-Furness, Cumbria, LA14 1RH
Tel: 01229 831111 Fax: 01229 813111*

| NEXT OF KIN (must not reside at property) | |
|--------------------------------------------------|--------------------|
| APPLICANT 1 | APPLICANT 2 |
| Name: | Name: |
| Relationship: | Relationship: |
| Address: | Address: |
| Tel: (h) (w) | Tel: (h) (w) |

| EXISTING OR PREVIOUS LANDLORD / LETTING AGENT / MORTGAGEE | |
|------------------------------------------------------------------|-------------------------------------------|
| APPLICANT 1 | APPLICANT 2 |
| Name: | Name: |
| Address: | Address: |
| Tel: (h) (w) | Tel: (h) (w) |
| Current rent/mortgage: £ per week / month | Current rent/mortgage: £ per week / month |

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|----------------------------------------------------------------|---------------------------------------------------------|-----------------------------|
| WILL THERE BE ANY SMOKERS LIVING IN THE PROPERTY? Y / N | WILL YOU HAVE ANY ANIMALS IN THE PROPERTY? Y / N | Please give details: |
|----------------------------------------------------------------|---------------------------------------------------------|-----------------------------|

| 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: |

| BANK / BUILDING SOCIETY ACCOUNT DETAILS | |
|------------------------------------------------|--------------------------------------|
| APPLICANT 1 | APPLICANT 2 |
| Bank/Building Society Name: | Bank/Building Society Name: |
| Address: | Address: |
| Postcode: Tel: | Postcode: Tel: |
| Account name: | Account name: |
| Account number: | Account number: |
| Sort code: | Sort code: |
| How long have you held this account? | How long have you held this account? |

| | |
|-----------------------------------------------------------------------------------------------------------------------|---------------------------|
| Have you any previous adverse credit history or rent arrears? If yes, please provide details on separate sheet | |
| Applicant 1: Y / N | Applicant 2: Y / N |
| Do you currently have any property insurance if so please state who with and expiry date | |
| Applicant 1: Y / N | Applicant 2: Y / N |

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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

| | | | |
|-----------------------------------|-----------------------------------|--------------|----------------------------------------------------------------------------------------|
| Applicant 1 signature: | Applicant 2 signature: | Date: | Non refundable administration fee enclosed: £130.00 (including vat) |
|-----------------------------------|-----------------------------------|--------------|----------------------------------------------------------------------------------------|

FOR ID, PLEASE ENCLOSE: Current driving license or passport
Last 3 wage slips
Recent utility bill in your name
Last 2 months bank statements or bank/B/Society book

If all of the above are brought to the office these documents can be viewed and immediately returned

PLEASE NOTE UNTIL THE APPLICATION FORM IS FULLY COMPLETED AND ALL ID HAS BEEN SUBMITTED WE CANNOT PROGRESS WITH YOUR APPLICATION.

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