

EDEN PROPERTY LETTINGS

& MANAGEMENT

PLEASE READ THE NOTES BEFORE COMPLETION

1. Please be advised that until you return this form and 2 forms of identification we will continue to market the property that you are applying for. Once the Application form is received the property will not be available for further viewings to other members of the public whilst your application is pending.
2. By signing this application form you are confirming that you are giving your permission for Eden Property Lettings to carry out a credit check in your name(s).
3. **Identification required should contain One form of Photo I,D (driving licence, passport), other forms Birth Certificate, recent utility bill.**

The tenant should complete and sign this form and return to Eden property Lettings.

PROPERTY DETAILS

Please enter the details of the property you are applying for;

House number/name			
Address			
Post Code			
Rent Amount	£	Per Month £	Per Week
Tenancy Start Date	From	/ /	to / /

APPLICANT (TENANT) DETAILS

Title	
Forename	
Surname	
Middle Names	
Previous Surname	
Gender	Male / Female (<i>delete as appropriate</i>)
Date of Birth	/ /
Place of Birth	
Email Address (<i>must provide</i>)	
Contact Number (<i>home</i>)	
Contact Number (<i>mobile</i>)	
Do you Smoke	Yes / No (<i>delete as appropriate</i>)
Do you have any pets	Yes / No (breed of animal)
Do you have any CCJ's	
Do you Smoke	
Have you ever been Bankrupt	
**National Insurance Number	

<u>Next of Kin</u>	
<u>Name;</u> _____	<u>Mobile</u> _____
<u>Address;</u> _____	<u>Home Number;</u> _____
_____	<u>Email</u> _____
_____	_____
<u>Post Code</u> _____	

ADDITIONAL OCCUPANTS DETAILS

PLEASE LIST EVERYONE THAT WILL BE RESIDING WITHIN THE PROPERTY

<u>NAME</u>	<u>AGE</u>

PLEASE LIST ALL PETS / ANIMALS TO BE KEPT AT THE PROPERTY

TENANT EMPLOYMENT DETAILS

Please provide contact details for the tenant's employer

Contact Name	
Company Name	
Employers Address	
**Position Held	
Email Address ****	
Contact Number** Mobile and works	

TENANTS INCOME:

Employment Status	Employed / Self-employed / Student / Retired / Unemployed <i>(delete as appropriate)</i>
Contract / permanent.	
Position Held	
Length of Employment	
Annual Income	

Please list all DWP benefits you receive	
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TENANTS ADDRESS HISTORY

Please provide your last 6 years address history starting with your current address.

House / Flat Number or Name		
Street		
Town		
County		
Postcode		
Time at Address	Years	Months
Reason for vacating		
Landlords email address Address and Telephone number		

House / Flat Number or Name		
Street		
Town		
County		
Postcode		

Time at Address	Years Months
Reason for vacating	
Landlords email address Address and Telephone number	

House / Flat Number or Name	
Street	
Town	
County	
Postcode	
Time at Address	Years Months
Reason for Vacating	
Landlords email address Address and Telephone number	

PREVIOUS /CURRENT LANDLORD / LETTING AGENT DETAILS

Please provide contact details for the tenant’s previous landlord or letting Agent

Contact Name	
Company Name and address	
Contact Number	
Landlords Address, telephone number	
Email Address***	

THE SECTION BELOW IS TO BE COMPLETED ONLY IF A GUARANTOR IS TO BE USED.

GUARANTOR DETAILS

If the tenant is using a guarantor please enter their details.

Title	
Forename	
Surname	

Middle Names	
Also known as	
Gender	Male / Female (<i>delete as appropriate</i>)
Date of Birth	/ /
Email Address	
Contact Number Landline	
Contact Mobile	

GUARANTORS EMPLOYMENT DETAILS

Employment Status	Employed / Self-employed / Student / Retired / Unemployed (<i>delete as appropriate</i>)
Annual Income	£
Guarantors Employer	
Company Name	
Employers Address	
Contact Number	
Email Address	

GUARANTORS ADDRESS HISTORY

Please give details of the guarantor's address history, starting with their current address

House name/number	
Street	
Town	
County	

Post Code		
Time at Address	Years	Months

If you have lived at more than one property in the last Three years, please enter details below.

House name/number		
Street		
Town		
County		
Post Code		
Time at Address	Years	Months

House name/number		
Street		
Town		
County		
Post Code		
Post Code	Years	Months

TERMS AND CONDITIONS

**** Please read the declaration and sign and date below****

By signing and submitting this form you are confirming that the information provided by you on this Tenant/Guarantor Reference Form is (to the best of your knowledge) accurate, complete and not misleading and that you authorise Eden Property Lettings & Management to carry out the necessary credit/reference checks

WE CANNOT PROCEED WITH THIS APPLICATION IF YOU DO NOT SIGN

Tenant's Signature; _____ **Date;** ____ / ____ / ____

Guarantors Signature

By signing and submitting this form you are confirming that the information provided by you on this Tenant/Guarantor Reference Form is (to the best of your knowledge) accurate, complete and not misleading and that you authorise Eden Property Lettings & Management to carry out the necessary credit/reference checks

Guarantors Signature; _____ Date; ____ / ____ / ____

******Delete as Appropriate.******

I wish for all supporting documents to be returned to me Yes / No

Should you not wish your documents to be returned then we advise these will be kept on File only if you should be granted the tenancy, should you not be granted a tenancy these documents will be destroyed.

BANK DETAILS.

Name of Bank _____

Bank Address _____

Sort Code ____ / ____ / ____

Account Number _____

Account Holder _____

(If joint accounts please provide details of both names on the account)

**** Note:** The above details will be kept secure under the (information Commissioners Office) Under the GDPR Act

Passport, Driving Licence, you must also provide proof of income by means of a wage slip the last 3 months or Bank statement (please omit all transactions leaving your wages to be visible only) Please show all proof of other income including state benefits, working tax, child tax and for both parties if joint tenancy.

DOCUMENTS TO BE SEEN BY THE AGENT OR LANDLORD

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<u>Passport with next of kin details</u>	<u>Driver's Licence</u>
<u>Utility Bill less than 3 month old</u>	<u>Current Tenancy Agreement</u>
<u>Employer Reference Details</u>	<u>Landlord Reference Details</u>

PLEASE RETURN COMPLETED APPLICATION TO

EDEN PROPERTY LETTING & MANAGEMENT
4 EDEN AVENUE
WALNEY ISLAND
BARROW IN FURNESS
CUMBRIA
LA14 3XW

*** (if agreed an alternative address then you must let us know you have posted it) ***

ADDITIONAL INFORMATION YOU FEEL WE MAY NEED TO KNOW.

