



20 Park Street, Treforest, Pontypridd, CF37 1SN
 Phone – 01443 401114 Fax – 01443 493491
 Email – info@let-right.co.uk

Please note that submission of this application and the payment of any application fee or holding deposit does not signify acceptance as a tenant for the specified property. In the event of an application not being accepted we are unable to give reasons or enter into further discussions on the matter.

OFFICE USE ONLY	
CC	L/L
ER	I/D
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APPLICANT

Property Address Applied for: _____)
 (Mr / Mrs / Miss / Ms / Other / _____ **First Name:** _____)
 (Surname: _____ **Maiden Name:** _____)
 (Married / Single / Separated / Divorced / Other _____ **Date of Birth:** _____ **Age:** _____)
 (Telephone No: _____ **Mobile No:** _____)
 (Current Address: _____)
 (Postcode: _____) **Email Address** _____)
 (Owner / Council Tenant / Private Tenant / With Parents / Other please state _____)
 (Period at address : **Years:** _____ **Months:** _____ **Reason for moving:** _____)
 (Nationality: _____ **Any Known Adverse Credit History:** _____)
 (Alternative address (The address must be privately owned preferably by a member of your family) _____)
 (DO NOT LEAVE BLANK _____)

CURRENT LANDLORD / AGENT DETAILS

(Landlord Or Agents Name : _____)
 (Landlord / Agent Address: _____)
 (Telephone Number: _____ **Fax Number :** _____)
 (Current Monthly Rental: £ _____) (Start Date of Tenancy: _____)

PREVIOUS ADDRESSES

(Address: _____)
 (Dates From : _____ **To :** _____ **Reason for leaving :** _____)
 (Address : _____)
 (Dates From : _____ **To :** _____ **Reason for leaving :** _____)

INCOME DETAILS / EMPLOYMENT REFERENCE

(Employed / Self Employed / Contract / Temporary / Retired / Private Means / Other _____)
 (Company Name: _____ **Contact Name :** _____)
 (Address: _____)
 (Your Position : _____ **Gross Salary :** _____)
 (Start Date: _____ **Telephone Number :** _____)
 (Is This Position Permanent: _____ **Full Time / Part Time :** _____)
 (Will Your Employment Change In The Near Future : _____ **NI Number :** _____)

**PREVIOUS EMPLOYMENT
DETAILS**

(Company Name : _____)
(Address : _____)
(Telephone Number : _____ Fax Number : _____)
(Commencement Date : _____ Departure Date : _____)

NEXT OF KIN

(Name : _____ Relationship : _____)
(Telephone Number : _____ Address : _____)
(_____)

ADDITIONAL OCCUPANTS

(Name : _____ Date Of Birth : _____)
(Name : _____ Date Of Birth : _____)
(Name : _____ Date Of Birth : _____)

**ADDITIONAL
INFORMATION**

(Do You Have Any Children, if so state the age/s : _____)
(Are You A Smoker Or A Non Smoker : _____)
(List Any Pets : _____)
(Bank name : _____ Account held for : _____ (Months/Years)
(Sort Code: _____ Account Number: _____)

Please note that we require at least three references before the day you move in, a credit check (bank status enquiry, if applicable), employer's reference and a character reference, this person must not be related to you and must be a professional person i.e. doctor, police officer, previous landlord, solicitor etc that knows you personally.

CHARACTER REFERENCE

(Name Of Referee: _____ Telephone Number: _____)
(Address: _____)
(Occupation: _____ Nature Of Relationship: _____)

- Should you decide not to take tenancy of this property or if your application is declined, the agency fee is not refundable under any circumstances
- I hereby confirm that the information provided by me is to the best of my knowledge true. I consent to this information being verified by contacting the third parties detailed in this form. I understand that the results of the findings will be forwarded to Let Right Properties ltd 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

Applicants Signature: -

.....

Date:-.....



Applicant Authorisation

To ensure your compliance with the Data Protection Act (1998), you need to authorise the processing of this application.

To do this, you (the applicant), should sign the following disclaimer.

For the purposes of pre-tenancy / lease selection, the details you supply are checked against those held on credit reference agency databases.

A copy of your search will be kept on record but your ability to obtain credit or other services will not be affected by this in any way.

Information processed follows the appropriate International privacy laws, is processed in confidence and follows the guidelines of the Data Protection Act (1998).

To assess my suitability for this agreement, I authorise Complete Letting Solutions to conduct these searches and to make any employer or financial enquiries necessary.

Signed	Date
	Name

If you have any enquiries please call 0161 762 2593.