

Tenant/Guarantor Application Form

Service selection: Application type:

Full Profile

Tenant

Credit Check

Guarantor

Insight



FLS Account Number:

PLEASE COMPLETE IN BLACK INK AND BLOCK CAPITALS (one form for each applicant or guarantor)

1. TO BE COMPLETED BY LETTING AGENT ONLY

Property Address:

Tenancy Period:

Tenancy start date:

No of applicants:

Total rent pcm:

Rent for this applicant:

Identification Supplied:

I.D. Reference Number: (i.e. passport number)

Residency proof supplied: (i.e. utility bill)

2. PERSONAL DETAILS

Title:

Forename:

Middle Name(s):

Surname:

Date of Birth:

NI Number: (or overseas equivalent)

Gross annual salary/income:

Daytime contact number:

Mobile telephone number:

Marital status: (e.g. single/married)

Email address:

Current address:

Previous address: (if less than 3 years at current)

Postcode:

Time at address:

Time at address:

years months

Next of Kin Name & Address:

This should not be a joint tenant and should not be the property address

Status at current address: (please tick one)

owner with mortgage,
please give lenders name:

tenant (please provide
further details on Page 2)

living with family

living with friends

owner with no mortgage

other, please specify:

Next of Kin Telephone:

Relationship to tenant:

3. OTHER OCCUPIERS

Do you intend to have any pets at the property? Yes No

If yes, specify animal,
breed and age:

Children/Dependants living at the property:

Number:

Ages of Children/Dependants:

Do any of the proposed occupants smoke? Yes No

Tenancy Deposit Protection Scheme

Please provide the name and address of the person who is paying the security deposit on this property.

Note: This is the person to whom the deposit will be returned at the end of the tenancy.

4. EMPLOYMENT/OCCUPATION DETAILS

Employed Self-employed Unemployed Retired

Other – please specify

Occupation:

Employer/Accountants name:

Length of employment:

Employers/Accountants Address:

Payroll Number:

Contact Name/Department:

Contact position:

Contact telephone number:

Contact Fax number:

Contact email address:

Please ensure contact name/department is able to confirm salary/income details and put them on notice to receive a reference request. If in current employment for less than three months please provide previous employment details on a separate sheet.

5. CURRENT LANDLORD/LETTING AGENT DETAILS (if you are currently in rented accommodation)

Landlord/Agency name:

Contact number:

Fax number/email address:

Address of Landlord/Agent:

Current rent amount:

6. BANK ACCOUNT & FINANCIAL DETAILS (not compulsory for guarantors)

Account holder name:

Account number:

Sort Code:

Do you have any loans or overdrafts? If yes, please state below:

Lender	Amount	Monthly Repayment	Expiry Date

Have you any credit cards or store cards? If yes, state below:

Card Company	Credit limit	Balance owing

7. CONSENT DECLARATION

I confirm that the information supplied by me in this application is true and complete to the best of my knowledge and I give my consent for this information to be verified by FLS Tenant Referencing. I give my consent for a search to be carried out with a credit reference agency and understand that this search will be recorded. The results of this application and verified information will be shared with the landlord or letting agent of the property. I understand that should any of the information contained in this application be found to be untrue, the application will be declined and I may lose all or part of the administration fee. I also understand that details of any late rent payments may be recorded.

I give my employer, accountant and landlord/letting agent permission to disclose any information requested by FLS Tenant Referencing including salary/income details.

Signed:

Print Name:

Date:

FLS TENANT REFERENCING SERVICES LIMITED – Registered in England No. 04533509

Miners Way, Lakesview Business Park, Canterbury, Kent CT3 4LQ

Customer Services: 01227 257777 Fax: 01227 711311 support@tenantref.co.uk

For further information about our application process, please visit www.tenantref.co.uk/about