** PLEASE COMPLETE THIS FORM IN CAPITAL LETTERS**

Geo Hallam & Sons

TENANCY APPLICATION

YOUR FIRST NAME: **YOUR LAST NAME:**

YOUR EMAIL: **YOUR MOBILE NO:**

YOUR DATE OF BIRTH: **YOUR NATIONALITY:**

RENTAL PROPERTY ADDRESS: **PREFERRED MOVE IN DATE:**

WHO WILL BE LIVING AT THE PROPERTY WITH YOU?:
(A SEPARATE APPLICATION FORM MUST BE COMPLETED BY EVERY PERSON OVER THE AGE OF 18 INTENDING TO LIVE IN THIS PROPERTY)

DO YOU HAVE ANY CHILDREN? YES / NO **HOW MANY & THEIR AGE?:**

YOUR CURRENT ADDRESS:

WHAT MONTH & YEAR DID YOU MOVE INTO YOUR CURRENT ADDRESS?:

ARE YOU CURRENTLY: A TENANT / A LODGER / LIVING WITH FAMILY / A PROPERTY OWNER?

IF A TENANT, GIVE LANDLORD or AGENT NAME & EMAIL:

HOW MUCH RENT (or MORTGAGE PAYMENT) DO YOU PAY MONTHLY? £:

REASON FOR MOVING:

PROVIDE ALL OF YOUR PREVIOUS ADDRESSES IN THE LAST 3 YEARS (use separate sheet if needed)
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YOUR EMPLOYER'S BUSINESS NAME & ADDRESS:

YOUR MANAGERS NAME & EMAIL:

YOUR JOB TITLE: **START DATE AT THIS COMPANY:**

ARE YOU FULL OR PART TIME WORKER: **ANNUAL SALARY £:**

WHAT ADDITIONAL ANNUAL INCOME/ OVERTIME/ BONUS PAYMENTS DO YOU RECEIVE? £:

WHAT AMOUNTS DO YOU CURRENTLY OWE ON A CREDIT CARD, PERSONAL LOAN or MORTGAGE?:

YOUR PERSONAL REFEREE NAME & EMAIL ADDRESS:

HOW DO YOU KNOW THIS PERSON? (Cannot be a relative, manager or partner):

WILL YOU BE PARKING A CAR AT THE PROPERTY? YES / NO **REG NO:**

DO YOU HAVE ANY PETS? YES / NO **HOW MANY & THE TYPE?:**

ARE YOU A SMOKER? YES / NO

ANY OTHER RELEVANT INFORMATION?:
➢

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HAVE YOU EVER PREVIOUSLY HAD ANY RENT ARREARS? **YES / NO**

HAVE YOU EVER BEEN EVICTED FROM A RENTAL PROPERTY? **YES / NO**

HAVE YOU GOT ANY CURRENT OR HISTORIC ADVERSE CREDIT? **YES / NO**

HAVE YOU EVER HAD A COUNTY COURT JUDGEMENT / BANKRUPTCY OR IVA? YES / NO

HAVE YOU EVER BEEN CONVICTED OF A CRIMINAL OFFENCE? **YES / NO**

IF YOU HAVE ANSWERED YES TO ANY OF THE ABOVE QUESTIONS, PLEASE GIVE DETAILS (use separate sheet if needed)
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- ***I CONFIRM THAT THE INFORMATION I HAVE GIVEN ON THIS APPLICATION FORM IS CORRECT.***
- ***I CONFIRM THAT I HAVE THE 'RIGHT TO RENT' IN GREAT BRITAIN.***
  (under Section 22 of the Immigration Act 2014)
- ***I ACCEPT THAT SUBMITTING AN APPLICATION DOES NOT GUARANTEE AN OFFER OF TENANCY.***
- ***I ACCEPT THAT WITH THE EXCEPTION OF ESSENTIAL REPAIRS, THIS PROPERTY IS LET AS SEEN.***
- ***I UNDERSTAND THAT THE INFORMATION GIVEN IS STRICTLY PRIVATE & CONFIDENTIAL, FOR THE SOLE USE OF GEO HALLAM & SONS IN ASSESSING MY SUITABILITY FOR A TENANCY.***
- ***I AUTHORIZE GEO HALLAM & SONS TO OBTAIN A CREDIT AGENCY CHECK AND ALSO TO OBTAIN REFERENCES FROM MY EMPLOYER, LANDLORD AND PERSONAL REFEREE.***

SIGNATURE: **PRINT NAME:** **DATE:**

The relevant information from this application will be given to the Landlord to consider and approve for processing.

YOU NEED TO PROVIDE A PHOTO OF YOUR PASSPORT AS PROOF OF ID IF THIS APPLICATION IS PROCESSED

The application process takes a minimum of **10 working days** and the tenancy start date will be agreed with you when we have received satisfactory references. Once an Assured Shorthold Tenancy Agreement has been prepared, you will need to pay:

- A deposit equal to five weeks rent (refundable on the termination of tenancy)
- A minimum of one full month's rent in advance

Please ensure you are able to pay the full amount prior to making an application.

For Office Use Only	DEPOSIT:	RENT:	
ID PROVIDED		LANDLORD REFERENCE	
EMPLOYER REFERENCE		EMAIL CONFIRMATION	
PERSONAL REFERENCE		AST START DATE	
FINANCIAL/CREDIT CHECK		OTHER?	