

Rental Application Form

Address of Property you wish to Rent.

Applicant, (Tenant Details)

Title	First Name	Initials	Last Name
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Date of Birth dd/mm/yyyy	Country of Birth	National Insurance Number
<input type="text"/>	<input type="text"/>	<input type="text"/>

Present Address including Post Code

Time at this address?	Status: Home Owner/Renting/Living Relatives	Single/Married
Years Months	<input type="text"/>	<input type="text"/>

Home Telephone Number	Mobile Number	Work Telephone Number
<input type="text"/>	<input type="text"/>	<input type="text"/>

Email Address

Smoker?	Pets? *	Debt Problems IVA/CCJ/Bankruptcy *
Yes/No	Yes/No	Yes/No

Any previous Evictions? *	Do you intend to intend to apply for housing benefit? *
Yes/No	Yes/No

*Please provide full details below

Other people who will be living with you

Full Name of all additional residents	Relationship to Applicant	Age, (under 18)
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

** Please provide these details for other residents -
for example, smokers/pets/debt problems/evictions in, 'further comments' section.

Present Landlord or Agent

Landlord or Agency name and address including Post Code

Home Telephone Number

Mobile Number

Work Telephone Number

Email Address

Previous Address/s (up to 6 years) **

Previous Address 1 with Post Code - include the date you left this address **

Previous Address 2 with Post Code - include the date you left this address **

Previous Address 3 with Post Code - include the date you left this address **

** Please provide any further information in 'further comments' section

Employed - Employer as Referee

Name and Address of Employer Organisation including Post Code

Date Started dd/mm/yyyy

Present Position/Job Title

Employer Referee, Name and Position

Referee Telephone Number

Mobile Number

Work Telephone Number

Email Address

Self-Employed - Accountant or Solicitor as Referee

Name and Address of Accountant or Solicitor including Post Code

Telephone Number

Mobile Number

Work Telephone Number

Email Address

Character Reference - *Professional person - not a relative - known for 3 years*

Name, Address, Occupation of character referee inc. Post Code, (if retired previous occupation)

Telephone Number

Mobile Number

Work Telephone Number

Email Address

Benefit Entitlement

Please provide details of any benefits which you are currently in receipt of.

Type of Benefit How much are you entitled to? How often is this paid?

Type of Benefit	How much are you entitled to?	How often is this paid?

Identification Documents

One form of Photographic ID and one of proof of your current address are required. Please indicate which forms are being enclosed.

ACCEPTED PHOTOGRAPHIC ID

ACCEPTED PROOF OF ADDRESS

Current UK Passport

Utility Bill

Current UK Drivers Licence

Recent Bank Statement

Electoral UK ID Card

Landline Telephone Bill

Confirmation

We require you to confirm that you are satisfied with the condition of the property when you viewed it.

During your inspection I found the property to be in good condition and am prepared to accept the property as it stands:

Yes / No

If you answered NO to the above statement, please identify below any items in the property which you were unhappy with or would like the Landlord to address before Occupation. (Please note we cannot guarantee that the Landlord will address these issues).

** Further Information

Please detail any further information in the space below - add continuation sheet if required.

Declaration & Authorisation

I/we apply for a tenancy as per this application. I confirm that the information provided is true and accurate, and I/we authorise Stevenson & Cumming (Portadown) Ltd or the Landlord to seek additional information and carry out checks and referencing by contacting agencies, organisations or individuals as necessary. I confirm that I have raised any concerns with Stevenson & Cumming (Portadown) Ltd or the Landlord and I understand that tenancies obtained with false information can be terminated. Completing this application does not commit the Landlord or tenant to the tenancy.

Signature(s)

Print your name(s)

Date

General Notes

Please complete in full the sections above and return to the Stevenson & Cumming (Portadown) Ltd at the address or email below. We will forward to the Landlord of the property for consideration and give you their decision as soon as possible. Should your application be successful you will be asked to pay the deposit and the first month's rent, which ensures the property is 'Let Agreed' to you.

ADMINISTRATION FEE -
A standard non-refundable application fee of £20 + Vat is charged and must be submitted along with this application.



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Email: portadown@stevensonandcumming.com



Enclosures requested, (where applicable).