



FOR OFFICE USE ONLY: Rent per week/month: £

Deposit: £

Property Address:

Tenancy Application Form

>> THIS SECTION TO BE COMPLETED BY THE **FIRST APPLICANT** <<

Title (Mr/Mrs/Miss/Ms/Dr/Other)		Surname	
First Name		Middle Name	

Date Of Birth	__ / __ / ____	National Insurance Number	-----
Marital Status	Single / Married / Widowed / Divorced / Separated		
Maiden Name		MALE/FEMALE	
Phone No:		Email:	

Your Current Address	Street & No	
	Area & Town	
	POSTCODE	

What are you at this address? Owner Housing association Private Tenant With Parents

How long have you lived at this address? _____ Years _____ Months

Your Previous Address	Street & No	
	Area & Town	
	POSTCODE	

What were you at this address? Owner Housing association Private Tenant With Parents

How long did you live at this address? _____ Years _____ Months



>> NEXT OF KIN – THIS INFORMATION IS ESSENTIAL <<

Full Name - <i>inc. Title</i>	
Address – <i>inc. Postcode</i>	
Phone & Mobile	
<i>Relationship to First Applicant</i>	

ABOUT YOUR CURRENT LANDLORD

Landlord / Agent Name		
Landlord Full Address	<i>Building Name</i>	
	<i>Street & No</i>	
	<i>Town & Post Code</i>	
Phone (daytime):	Mobile:	
E-mail:	Fax (essential):	

ABOUT YOUR FINANCIAL CIRCUMSTANCES

Employment Status	Employed <input type="radio"/> Self-Employed <input type="radio"/> Unemployed <input type="radio"/> Student <input type="radio"/>	
Your Job Title:	Gross Salary Per Year: £	
Start Date: Month _____ Year _____	Is your job likely to change in the near future?	
Do You Have Any Other Income?	If Yes, How Much Per Year? £	



ABOUT YOUR EMPLOYER (Or Accountant if Self Employed)	
(Please Note: The More You Fill In The Easier It Is For Us To Obtain A Reference)	
Company Name	
Company Full Address	<i>Building Name</i>
	<i>Street & No</i>
	<i>Town & Post Code</i>
Contact Name:	Contact Job Title:
Phone (daytime):	Mobile:
E-mail:	Fax (essential):

BANK DETAILS – We cannot process your application without these details	
Bank Name:	Branch:
Sort Code:	A/C No:
Full Address of Branch:	
Name(s) of Account Holder:	
How Long Have You Held An Account With This Bank?	

>> THIS SECTION TO BE COMPLETED BY THE SECOND APPLICANT <<			
Title <small>(Mr/Mrs/Miss/Ms/Dr/Other)</small>		Surname	
First Name		Middle Name	



Your Current Address	Street & No	
	Area & Town	
	POSTCODE	
What are you at this address?	Owner <input type="radio"/> Housing association <input type="radio"/> Private Tenant <input type="radio"/> With Parents <input type="radio"/>	
How long have you lived at this address? _____ Years _____ Months		

Your Previous Address	Street & No	
	Area & Town	
	POSTCODE	
What were you at this address?	Owner <input type="radio"/> Housing association <input type="radio"/> Private Tenant <input type="radio"/> With Parents <input type="radio"/>	
How long did you live at this address? _____ Years _____ Months		

>> NEXT OF KIN – THIS INFORMATION IS ESSENTIAL <<	
Full Name - <i>inc. Title</i>	
Address – <i>inc. Postcode</i>	
Phone & Mobile	
Relationship to Second Applicant	



ABOUT YOUR CURRENT LANDLORD

Landlord / Agent Name		
Landlord Full Address	<i>Building Name</i>	
	<i>Street & No</i>	
	<i>Town & Post Code</i>	
Phone (daytime):		Mobile:
E-mail:		Fax (essential):

ABOUT YOUR FINANCIAL CIRCUMSTANCES

Employment Status	Employed <input type="radio"/> Self-Employed <input type="radio"/> Unemployed <input type="radio"/> Student <input type="radio"/>		
Your Job Title:		Gross Salary Per Year: £	
Start Date: Month _____ Year _____		<i>Is your job likely to change in the near future?</i>	
Do You Have Any Other Income?		If Yes, How Much Per Year? £	

ABOUT YOUR EMPLOYER (Or Accountant if Self Employed)

(Please Note: The More You Fill In The Easier It Is For Us To Obtain A Reference)

Company Name		
Company Full Address	<i>Building Name</i>	
	<i>Street & No</i>	
	<i>Town & Post Code</i>	
Contact Name:		Contact Job Title:



Phone (daytime):	Mobile:
E-mail:	Fax (essential):

BANK DETAILS – We cannot process your application without these details	
Bank Name:	Branch:
Sort Code:	A/C No:
Full Address of Branch:	
Name(s) of Account Holder:	
How Long Have You Held An Account With This Bank?	

You <u>MUST</u> List the Names & Ages of any Children <u>or Adults</u> that Will be Living With You		
Name:	MALE / FEMALE	Age:
Name:	MALE / FEMALE	Age:
Name:	MALE / FEMALE	Age:
Name:	MALE / FEMALE	Age:
Name:	MALE / FEMALE	Age:

Declaration: I/We have read and understand all the Terms and Conditions of Lettings and I authorise Hamond Estates Ltd to follow up the reference that I /We have provided and to carry out credit checks. I / We understand that any holding deposit handed over with this application for is non-refundable and that the property will be held for a maximum of two weeks subject to the Terms and Conditions.

SIGNED: _____

SIGNED: _____

DATE: _____

DATE: _____