



Frost & Partners
76 High Street
Hadleigh
Suffolk IP7 5EF

01473 823456
lettings@frostandpartners.co.uk

Tenancy Application Form

Address of Rental Property:		
Rent p.c.m £	Proposed Tenancy Start Date:	Preferred Length of Tenancy:

1. TENANT PERSONAL DETAILS		To be completed by TENANT	
Title: Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Other			
Full Name:		(Previous Surname):	
Date Of Birth:		National Insurance Number:	
Residential Status: Property Owner <input type="checkbox"/> Council Tenant <input type="checkbox"/> Private Tenant <input type="checkbox"/> Living with Friends/Relatives <input type="checkbox"/> (Please tick one)			
Telephone no:		Mobile:	
E-mail Address:			
Nationality:			

2. CURRENT & PREVIOUS ADDRESS(ES) 3 Year History - (Continue overleaf if required)			
Current:		Previous:	
Postcode:	Period:	Postcode:	Period:

3. Current Landlord	
Name:	
Address:	
Telephone Number:	E-mail Address:

4. ADDITIONAL INFORMATION
Personal Details: Information requested in this box is not required for referencing purposes, however may assist your managing agent. Are you a smoker? Yes <input type="checkbox"/> No <input type="checkbox"/> Do you have any pets? Yes <input type="checkbox"/> No <input type="checkbox"/> Names and ages of any children who will be occupying the property:

5. FINANCIAL / EMPLOYMENT INFORMATION / ACCOUNTANTS DETAILS

Please tell us about your earnings and provide the details of a financial referee below. Failure to provide your gross annual income will prevent us from contacting your referee and will delay your application.

Company Name:

Address:

Contact Name:

Contact Position:

Telephone No:

E-Mail:

Position Held:

Permanent ☐ Contract ☐ Contract term:

Payroll Number:

Gross Salary/Drawings per annum: £

Start Date:

End Date: (If applicable)

Will your employment change before the proposed tenancy starts? Yes ☐ No ☐ (If YES, please provide details on additional information)

Do you have any County Court Judgments, Court Decrees, Bankruptcy, Administration orders, Yes ☐ No ☐

Involuntary Arrangements, or any other adverse credit history whether settled or not?

If YES, please detail on a separate sheet. Please note that failure to disclose information relating to adverse credit history may result in your application being declined.

Bank Details:

Name of account holder:

Bank Account Number:

Sort Code:

ADDITIONAL INFORMATION:

6. DECLARATION AND CONSENT

As prospective tenant, I agree that

1. The information given on this tenancy application form is correct and I have paid Frost & Partners the application fee of £250 including VAT (an additional fee of £100.00 Including VAT for each additional applicant or guarantor) for the cost of proceeding with the tenancy application for the aforementioned property.
2. The cost for the preparation of the tenancy agreement is non-refundable if you decide to withdraw from the transaction.
3. For purpose of the Council Tax the property will be used throughout the tenancy as main residence.
4. Rental Payment: I understand that £25 charge may be payable as set out in the tenancy agreement for late payments. This will be payable to Frost & Partners when written reminders are sent out.
5. I have no objection to this information in this application form being verified by whatever means deemed necessary.
6. I understand that I will not be able to move into the property on my preferred date until all the references are completed.
7. I have seen Frost & Partners Guideline for Tenants and understand and agree the contents.
8. I have been provided with information regarding the Deposit Protection Scheme (See guideline for tenants) and acknowledge receipt of these.
9. I have been provided with a copy of the "How To Rent" leaflet.

This information and references supplied may be checked by a credit or other reference agency. The results of the references forwarded to us may be accessed again should you apply for a tenancy in the future.

Signed Print Name.....

Date