



Application for Tenancy

This Form **MUST** be completed in **FULL** by anyone to be living at the new property **OVER 18** years of age

1 - New Rental Property Details

Address of the Property you wish to rent:

Proposed Tenancy Start Date:

2 - Prospective Tenant Details and Address History

Title: First Name: Middle Name: Surname:

Previous Surname (If applicable): Nationality:

Date of Birth: Marital status:

Share Code (If applicable): National Insurance Number:

Telephone number #1: Telephone number #2:

Current Address:

Post Code: Email:

Time at Address: Reason for leaving property?

Are you currently a: Private Tenant Council Tenant Living with Friends

Property Owner Living with Family Other

Should you have been at your current address for less than 3 years, please list your previous addresses to cover this length of time

Previous address #1:

Post Code:

Entry date: Exit date:

Previous address #2:

Post Code:

Entry date: Exit date:

3 - Post Tenancy Address

Please provide a post tenancy address, this is an address where you can be contacted after your tenancy ends
i.e. next of kin, family member or close friend etc

Post tenancy address:
 Post Code:

4 - Other Occupants to be Living in the New Property

List everyone to be living with you in the new property to include those under 18 years of age

	Full Names	Nationality	Date of Birth	Relationship to applicant	Smoker?
#1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
#2	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
#3	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
#4	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
#5	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Next of Kin Details

In the event of an emergency please list your next of kin details

Next of Kin full name: Telephone:
Address:

5 - List any Pets that will be kept in the New Property

	Type of Pets / List breeds	Number of pets	Other relevant information (Approx. age etc)
#1	<input type="text"/>	<input type="text"/>	<input type="text"/>
#2	<input type="text"/>	<input type="text"/>	<input type="text"/>
#3	<input type="text"/>	<input type="text"/>	<input type="text"/>
#4	<input type="text"/>	<input type="text"/>	<input type="text"/>
#5	<input type="text"/>	<input type="text"/>	<input type="text"/>

6 - Current Landlord or Letting Agent Details

If you are currently renting your home please provide your current landlord's details. If you have rented in the last three years but are currently not renting, please provide your previous landlord's details. If your property was managed by an agency, then please provide the letting agent's details.

Landlord / Agent Name:

Landlord / Agent Address:

Contact telephone number:

Contact email:

Address of Property you Rent / Rented:

Date tenancy started:

Length of tenancy:

Rent Paid: £

Was the rent ever late or missed?

7 - Credit History, Bank Details & Other Financial Commitments

Do you or anybody else moving into the property, who is not a joint tenant, have any adverse credit history such as defaults, CCJs, late payments or bankruptcies?

If Yes, please specify:

Please provide your current account bank details.

This is part of a Credit Check Reference and will not be used to deduct monthly rent.

Bank Name and Address:

Account Number:

Sort Code:

Account Name:

Account Currently Overdrawn? £

Do you have any other financial commitments?

Such as loans, credit card debt, car purchase, Child Maintenance to a former partner etc

	Name of Leader	Remaining Amount	Monthly Payment	Loan Expiry Date
#1				
#2				
#3				

8 - Current Employment Details

Please provide details of your current employment.

If you are self-employed you MUST also complete the 'self-employed/accountant details' section below.

Employment Type: Full Time Employed Part Time Employed Self-employed Retired
 Unemployed Other, Please specify

Employer/Company Name: Start Date:

Job Title: Gross Income/Annual Salary: £

Bonuses/Supplemental income: £ If so, please specify:

Company Address:
 Post Code:

Contact Name for employer reference:

Referee's position and department:

Referee's work email address:

Please confirm that this person within the company has the authority to provide a reference

Self-Employed / Accountant Details

If you are self-employed, you MUST provide details for your accountant. We will request a reference directly from them covering the last three years of financial records.

Accountancy/Company Name:

Accountants Name: Telephone Number:

Email: Start date working on your behalf:

Full Address:

9 - Previous Employment Details

If you have worked in your current employment for less than 12 months, please supply previous employment details below, covering the last 3 years, to include the length of time and salary in each employment.

	Company/Employer Name	Salary	Dates employed, from/to	Reason for leaving
#1	<input type="text"/>	<input type="text"/>	<input type="text"/> <input type="text"/>	<input type="text"/>
#2	<input type="text"/>	<input type="text"/>	<input type="text"/> <input type="text"/>	<input type="text"/>

10 - Character Reference

A character referee is an informal reference from someone that knows you well but cannot be your employer, landlord or someone already named in your application. We would suggest selecting someone in a professional role who is willing to uphold your reputation, such as a work colleague or long term close friend.

Name:

Email: Telephone Number:

Address:

Post Code: Relationship:

11 - Criminal Record

Do you or anybody else moving into the property, who is not a joint tenant, have any unspent criminal convictions?

If yes, please specify:

12 - Deposit Payment and Relevant Person

Please confirm you will be paying your own five-week damage deposit yourself?

*If someone else is paying the deposit on your behalf, they will need to be listed as a **relevant person** on the tenancy agreement. If so, please provide their details below.*

If no, please specify the Relevant Person's name:

What is their relationship to you?

Address: Post Code:

Email: Telephone Number:

13 - Requests, Confirmation and Acceptance of Property

Please confirm you are satisfied with the condition of the property, found it to be in good order upon viewing and agree to accept the property in its current condition.

If No, please specify any requests you would like to make to the landlord, and to be carried out as part the agreement to let the above property. Please be aware it can be difficult to request and make retrospective cosmetic changes after a provisional agreement has been reached.

14 - Applicant Declaration and Consent

I hereby confirm the information I have provided in this application for tenancy is true, accurate, to the best of my knowledge and not misleading.

I understand that if I provide inaccurate information the application can be declined, or if a tenancy has commenced, legal action may be taken on behalf of the Landlord to recover the property.

I can confirm I have supplied Next Move Residential with the following documentation to support my application:

- Photographic Identification** - Passport, VISA Residence Card or Driving Licence
- Immigration Status Checks** - ID and Share code (if applicable)
- Proof of address** - Driving Licence or Utility Bill dated within the last 3 month
A copy of my current Tenancy Agreement, if currently in rented accommodation
- Bank Statements** - Covering the latest three months
- Recent Pay Slips** - Covering the last three months (or two months if weekly paid)
- Self-Assessment** - Only if self-employed, covering the last three years (if applicable)

I hereby consent to:

A. Next Move Residential using the information provided in this form to process my application for tenancy, and for tenancy renewals.

B. Next Move Residential contacting any parties deemed necessary (including credit card companies, credit reference companies, existing/previous Landlords, letting agents, employers, accountants etc), prior to a tenancy being granted and at any time after.

C. Next Move Residential passing my information onto third parties it deems necessary for the management of the property, including associate contractors (a full list is available for viewing upon request). I understand these parties may contact me directly, including i) the Landlord, contactors, utility companies and council tax offices ii) any company regarding outstanding monies due in relation to this tenancy, should this occur during or after my occupation.

D. Next Move Residential transferring my information outside of the European Economic Area, when deemed necessary, as long as it is in keeping with current Data Protection legislation.

E. My information in relation to this tenancy (or future tenancies) being held as either paper files, on an internal server, and/or on a property software database.

I understand that any personal information provided on children in this form will be used solely to name them as Permitted Occupiers on the tenancy agreement.

I understand that by signing below, I am giving permission for all of the above.

Printed Name:

Signature:

Date:

Should you have any queries or questions on this matter, or should you require a copy of our Privacy Statement, please contact enquiries@nextmoveresidential.com