

TENANCY APPLICATION FORM

All references will be carried out by Property Directions on behalf of the Landlord. Information provided in this application may be supplied to a prospective Landlord and Credit referencing Agency. Information provided by your current Landlord/referees will not be disclosed to you without their written permission.

If any information within this application is found to be untrue, it may be grounds to terminate the tenancy agreement.

Property		
Address	Post Code	
Proposed Move in Date	Initial Tenancy Term	Number of Tenants

Primary Applicant			
First Name	Last Name	National Insurance No.	
Email Address		Contact Number	
Date of Birth	Marital Status	Nationality	
Residential Status (please tick)			
Owner	<input type="checkbox"/>	Renting	<input type="checkbox"/>
Housing Executive	<input type="checkbox"/>	Living with Family	<input type="checkbox"/>
Employment Status (please tick)			
Employed	<input type="checkbox"/>	Self-Employed	<input type="checkbox"/>
Student	<input type="checkbox"/>	Unemployed	<input type="checkbox"/>
Retired	<input type="checkbox"/>		
Do you have any County Court Judgements, Court Decrees, Bankruptcy, Administration Orders, Individual Voluntary Arrangements, or any other adverse credit history whether settled or not? (please tick)			
Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
If 'yes' please provide details below			



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<p>Newcastle E Jennings 12 Main Street BT33 0AD T 028 4372 7222 F 028 4372 7333</p>	<p>Castlewellan T&P Cowan 31a Main Street BT31 9DQ T 0345 222 1100 F 028 4377 1515</p>
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Current Landlord/Letting Agent

Name or Company Name		Contact Number	
Address		Post Code	
Email Address:			

Address History

Current Address		Post Code	
Reason For Leaving			
Length of time at this address		Current Rent Amount	

Address 2.		Post Code	
Reason For Leaving			
Length of time at this address		Current Rent Amount	

Address 3.		Post Code	
Reason For Leaving			
Length of time at this address		Current Rent Amount	



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Income Details/Employer Reference									
Employer		Pension		Accountant		Self Employed		Benefits	
Company Name				Company Contact Number					
Company Address							Post Code		
Contact Name				Contact Position					
Company Email Address									
Your Position					Payroll Number				
Gross Annual Salary					Start Date				

Additional Income	
Housing Benefit	Income Support
£	£
Child Benefit	Private Pension
£	£
Carers Allowance	State Pension
£	£
Child Tax Credit	Job Seekers Allowance
£	£
Other (please specify)	



Additional Information

Do you have any pets? (please tick)

Yes		No	
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If 'yes' please state what type of pet you have and if they live indoors or outdoors
 Please note that some landlords may require a pet deposit

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Do you smoke? (please tick) *Please note that smoking indoors is strictly prohibited in all our properties*

Yes		No	
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Names and Birthdate of other occupants or children that will live with you (including part time)

Name	Date of Birth
Name	Date of Birth
Name	Date of Birth
Name	Date of Birth
Name	Date of Birth
Name	Date of Birth



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Applicant Declaration

I confirm that the information provided in this application form is true to the best of my knowledge, and I am happy with the checks which Property Directions will complete. These results may be accessed again if I apply for a tenancy in the future.

Yes (please tick)

I am happy for Property Directions to contact my referees, with personal information which has been provided in this form to allow them to verify the information about my earnings, dates of employment and applicable previous tenancy details.

Yes (please tick)

For your application to be considered please ensure that the following have been received by our office;

- Photographic ID (Passport, N.I Electoral Identity card, Driving License etc)
- Proof of address (bank statement, utility bill etc)

To submit your application;

- **Email-** info@propertydirections.com

- **Post-** Property Directions

31a Main Street
CASTLEWELLAN
Co. Down
BT31 9DQ

12 Main Street
NEWCASTLE
Co. Down
BT33 0AD

- **In Office-** Leave your completed application form into our Castlewellan or Newcastle office

Signed

Print Name

Date



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