



## Tenancy Application Form

### 1. FOR USE BY LETTING AGENT ONLY

PROPERTY ADDRESS:

PROPOSED START DATE:

NUMBER OF APPLICANTS:

RENT PCM:

ID TYPE:

RECEIVED BY:

### 2. PERSONAL DETAILS

FULL NAME (INC TITLE):

CURRENT ADDRESS:

POST CODE:

TIME AT CURRENT ADDRESS:

STATUS AT CURRENT ADDRESS:

OWNER

/

TENANT

DATE OF BIRTH:

EMAIL ADDRESS:

MOBILE NUMBER:

ALTERNATIVE CONTACT NUMBER:

NATIONAL INSURANCE NUMBER:

OCCUPATION:

GROSS ANNUAL SALARY / INCOME:

PREVIOUS ADDRESS:

POST CODE:

TIME AT PREVIOUS ADDRESS:

STATUS AT PREVIOUS ADDRESS:

OWNER

/

TENANT

Next of Kin Details (Please provide details of somebody we can contact in an emergency).

FULL NAME (INC TITLE):

CURRENT ADDRESS:

POST CODE:

EMAIL ADDRESS:

MOBILE NUMBER:

ALTERNATIVE CONTACT NUMBER:

DO YOU INTEND TO HAVE ANY PETS IN THE PROPERTY (PLEASE SPECIFY):

Call:

01302 867888

Fax: 01302 868188

[www.3keysproperty.co.uk](http://www.3keysproperty.co.uk)



### 3.EMPLOYMENT / OCCUPATION DETAILS:

ARE YOU: EMPLOYED / SELF EMPLOYED / UNEMPLOYED (PLEASE CIRCLE OR CROSS OUT)

<input type="checkbox"/> EMPLOYED	<input type="checkbox"/> SELF EMPLOYED	<input type="checkbox"/> UNEMPLOYED
-----------------------------------	--	-------------------------------------

EMPLOYERS / ACCOUNTANTS NAME:

ADDRESS:  POST CODE:

LENGTH OF EMPLOYMENT:  PAYROLL NUMBER:

CONTACT NAME / POSITION:

CONTACT TELEPHONE NUMBER:  CONTACT FAX:

### 4.CURRENT / PREVIOUS LANDLORD OR AGENT (IF APPLICABLE)

LANDLORD / AGENCY NAME:

ADDRESS:  POST CODE:

CONTACT NAME / POSITION:

CONTACT TELEPHONE NUMBER:  CONTACT FAX:

CURRENT RENTAL AMOUNT:

### 5.BANK DETAILS

BANK NAME:

ADDRESS:

ACCOUNT HOLDERS NAME:

BANK SORT CODE:  -  -  ACCOUNT NO:

### 6.CHARACTER REFERENCE

FULL NAME (INC TITLE):

CURRENT ADDRESS:

POST CODE:

MOBILE NUMBER:  ALTERNATIVE CONTACT NUMBER:

LENGTH OF TIME KNOWN:  IN WHAT CAPACITY:

Call: 01302 867888

Fax: 01302 868188

[www.3keysproperty.co.uk](http://www.3keysproperty.co.uk)



## 7. GUARANTOR

FULL NAME (INC TITLE):

CURRENT ADDRESS:   
  
 POST CODE:

MOBILE NUMBER:  ALTERNATIVE CONTACT NUMBER:

LENGTH OF TIME KNOWN:  IN WHAT CAPACITY:

## 8. DECLARATION

I confirm that the information contained in this application is true to the best of my knowledge. I understand that should any of the information contained in this application be found to be untrue the application will be declined. I give my employer, accountant, bank and current landlord / letting agent permission to disclose any information requested by 3Keys. I give 3Keys permission to carry out a credit check. I understand the referencing administration fee is non-refundable and that my application is subject to contract. I understand that paying this fee does not guarantee me a tenancy.

SIGNED:

PRINT NAME:

DATE: