



20 Park Street, Treforest, Pontypridd, CF37 1SN
Phone – 01443 401114 Fax – 01443 493491
Email – info@let-right.co.uk

Please note that submission of this application and the payment of any application fee or holding deposit does not signify acceptance as a tenant for the specified property. In the event of an application not being accepted we are unable to give reasons or enter into further discussions on the matter.

OFFICE USE ONLY	
CC	L/L
ER	I/D
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APPLICANT

Property Address Applied for: _____)		
(Mr / Mrs / Miss / Ms / Other / _____)	First Name: _____)	
(Surname: _____)	Maiden Name: _____)	
(Married / Single / Separated / Divorced / Other _____)	Date of Birth: _____)	Age: _____)
(Telephone No: _____)	Mobile No: _____)	
(Current Address: _____)		
(Postcode: _____)) Email Address _____)	
(Owner / Council Tenant / Private Tenant / With Parents / Other please state _____)		
(Period at address : Years: _____)	Months: _____)	Reason for moving: _____)
(Nationality: _____)	Any Known Adverse Credit History: _____)	
(Alternative address (The address must be privately owned preferably by a member of your family) _____)		
(DO NOT LEAVE BLANK _____)		

CURRENT LANDLORD / AGENT DETAILS

(Landlord Or Agents Name : _____)	
(Landlord / Agent Address: _____)	
(Telephone Number: _____)	Email Address : _____)
(Current Monthly Rental: £ _____)	Start Date of Tenancy: _____)

PREVIOUS ADDRESSES

(Address: _____)		
(Dates From : _____)	To : _____)	Reason for leaving : _____)
(Address : _____)		
(Dates From : _____)	To : _____)	Reason for leaving : _____)

INCOME DETAILS / EMPLOYMENT REFERENCE

(Employed / Self Employed / Contract / Temporary / Retired / Private Means / Other _____)	
(Company Name: _____)	Contact Name : _____)
(Address: _____)	
(Contact Person Email Address: _____)	
(Your Position : _____)	Gross Salary : _____)
(Start Date: _____)	Telephone Number : _____)
(Is This Position Permanent: _____)	Full Time / Part Time : _____)
(Will Your Employment Change In The Near Future : _____)	NI Number : _____)

**PREVIOUS EMPLOYMENT
DETAILS**

(Company Name : _____)
(Address : _____)
(Telephone Number : _____ Fax Number : _____)
(Commencement Date : _____ Departure Date : _____)

NEXT OF KIN

(Name : _____ Relationship : _____)
(Telephone Number : _____ Address : _____)
(_____)

ADDITIONAL OCCUPANTS

(Name : _____ Date Of Birth : _____)
(Name : _____ Date Of Birth : _____)
(Name : _____ Date Of Birth : _____)

**ADDITIONAL
INFORMATION**

(Do You Have Any Children, if so state the age/s : _____)
(Are You A Smoker Or A Non Smoker : _____)
(List Any Pets : _____)
(Bank name : _____ Account held for : _____ (Months/Years)
(Sort Code: _____ Account Number: _____)

Please note that we require at least three references before the day you move in, a credit check (bank status enquiry, if applicable), employer's reference and a character reference, this person must not be related to you and must be a professional person i.e. doctor, police officer, previous landlord, solicitor etc that knows you personally.

CHARACTER REFERENCE

(Name Of Referee: _____ Telephone Number: _____)
(Address: _____)
(Occupation: _____ Nature Of Relationship: _____)

- Should you decide not to take tenancy of this property or if your application is declined, the agency fee is not refundable under any circumstances
- I hereby confirm that the information provided by me is to the best of my knowledge true. I consent to this information being verified by contacting the third parties detailed in this form. I understand that the results of the findings will be forwarded to Let Right Properties ltd and/or the landlord and may be accessed again should I default on my rental payment or apply for a new tenancy agreement in the future

Applicants Signature: -

.....

Date:-.....

Applicant Authorisation Form

I hereby certify that the information provided is true and accurate and give permission for this information to be verified by third parties and disclosed as detailed above for the purpose of:

- Performing a credit search by a third party agency
- Contacting my current, previous employers and referees to confirm the details provided
- Fraud prevention, credit assessment and insurance decisions

I understand that the results of these searches will be provided to the Letting Agent and accessed again in the event of a default in my rental payments.

I understand that I can request the details of any credit reference agencies used so that I can verify with them the information provided.

I understand that if I default on my tenancy obligations, this information may be released to authorised debt recovery agencies and could affect any future applications I make for tenancies, credit and insurance.

I understand that providing false information may lead to early termination of any subsequent tenancy agreement.

I am happy for Landlord Secure to contact me in respect to this application if required.

I have read and agree to be bound by the above terms.

Signature: Date:

Print name:

PLEASE RETURN THIS APPLICATION FORM TO YOUR LETTING AGENT

**SHOULD YOU HAVE ANY QUESTIONS REGARDING YOUR APPLICATION
PLEASE DO NOT HESITATE TO CONTACT US ON 0161 883 0807 OR
EMAIL US AT info@landlordsecure.co.uk**



Dear Employer,

We are a tenant referencing company, and we are trying to complete an assessment for an employee of yours who is looking to move into a new rented property.

We must carry out financial and background checks before they can move into their new home, and as part of our referencing procedure we need to confirm employment details. We have sent a reference request to you, please complete this and either fax or email the form back, or call us on the contact telephone number below.

Below is signed authority from your employee, giving permission for you to disclose information and verify the details they have provided to us. Without your reference we are unable to proceed with the application. Many thanks in advance for your assistance and cooperation.

I CONSENT TO MY EMPLOYER DISCLOSING DETAILS TO LANDLORD SECURE ABOUT MY JOB TITLE, MY EMPLOYMENT START DATE, MY CURRENT GROSS SALARY, INCLUSIVE OF ANY BONUSES AND WHETHER MY JOB IS TEMPORARY OR PERMANENT

APPLICANT'S SIGNATURE

PRINT NAME

DATE

In order to complete the reference you will need to contact Landlord Secure on one of the following methods. We are open between 9am-5PM Monday to Friday.

Tel: 0161 883 0807

Email: info@landlordsecure.co.uk

Postal Address: Landlord Secure, Imperial House, Hornby Street, Bury, BL9 5BN