



Tenant Application Form For: _____

Property:

| | Tenant 1 | Tenant 2 |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------|-----------------------------------------------------------------------|
| Applicant Name | (Title: Please select - Mr, Mrs, Miss, Ms, Dr, other) | (Title: Please select - Mr, Mrs, Miss, Ms, Dr, other) |
| Current Landlords Name, Phone Number (and Email if known) | | |
| Applicant's Current address | | |
| Length of time at current address | Years Months | Years Months |
| If less than 3 years at current address, please provide all previous addresses and length of stay (must show no less than 3 years total residence) | | |
| Current Phone number | | |
| Mobile number | | |
| Email address | | |
| DOB | | |
| Marital status | | |
| National Insurance or Social Security Number | | |
| Nationality | | |
| Passport No. (Passport to be sighted for Right To Live in UK) | | |
| EMPLOYMENT DETAILS | | |
| Your Supervisor's Name | | |
| Your Occupation | | |
| Company Name and Address | | |
| Employers Phone | | |
| Employers Email | | |
| Time at Current Job | Years Months Start Date: | Years Months Start Date: |
| Current salary | £ Per annum | £ Per Annum |
| Employment Status | Please select: Full Time / Part Time / Student / Unemployed / Retired | Please select: Full Time / Part Time / Student / Unemployed / Retired |

| BANK ACCOUNT DETAILS FOR REFUND OF DEPOSIT (At expiry of lease) | | |
|------------------------------------------------------------------------|-----------------|-----------------|
| | Tenant 1 | Tenant 2 |
| Bank Name | | |
| Bank Address | | |
| Sort code | | |
| Account number | | |
| Account Name | | |
| EMERGENCY CONTACT INFORMATION | | |
| | Tenant 1 | Tenant 2 |
| Name of Contact | | |
| Emergency Contact's Address | | |
| Emergency Contact's Phone and Mobile | | |
| Contact's Email | | |
| Relationship to you | | |

NEXT SECTION FOR OFFICE USE ONLY

| | Tenant 1 | Tenant 2 |
|--------------------------------------------------------|-----------------|-----------------|
| Deposit paid (refundable if all conditions met) | | |
| Application Fee Paid (Non-refundable) | | |
| Advance rent paid | | |
| Tenancy term | | |
| Tenancy Start Date | | |
| First rent due by Standing order | | |
| ID Proof eg. Passport or Driving Licence | | |

Data submitted in this tenancy application will be used for the purpose of credit checks. By completing the form, you will be granting permission to complete a credit check on you. Please complete the form accurately and in full, as it may affect Your credit score.

I hereby confirm that the information provided by me is, to the best of my knowledge, true and that the results of the findings will be forwarded to the appointed landlord and may be accessed again should I apply for a tenancy agreement in the future. I agree that LetXL limited (the data controller) may search the files of a credit reference agency which will keep a record of that search. I also agree that any search will be made on an Opt in basis. I understand that no details of the search will be given to me by the landlord but I may request the name and address of the credit agency to which I may apply for a copy of any information provided. I also confirm that, in the event of any defaulting on the rental agreement, any such default may be recorded with the credit reference agency and may affect any future application for credit I may make.

Burbridge Ducann 54 Bloomfield Ave Belfast BT5 5AD
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info@burbridge-ducann.com

First Applicant Name: _____ Signature _____

Second Applicant Name: _____ Signature . _____

Date: _____

