

Comprehensive Application Form

In order for the application to be processed quickly, please complete in BLOCK CAPITALS and ensure the application is completed in full. All sections marked with * are mandatory information.

Agent Details

TO BE COMPLETED BY AGENT

Name of agent:

Branch number:

Contact name :

Locality:

Phone number:

Property Details

TO BE COMPLETED BY AGENT

Postcode* :

House number:

Flat number:

House name:

Street*:

District:

Town*:

County:

Rental Details

TO BE COMPLETED BY AGENT

Number of tenants moving into the property?:

Share of rent per month*:£

Total rent per month*:£

Tenancy term (months)*:

Start Date*:

Applicant Details

Title*: Mr Miss Mrs Ms Other

First Name*:

Initial:

Surname*:

Date of birth*:

Sex*: Male Female

No of dependants*:

Marital Status*: Single Married Divorced Separated Widow(er)

Any previous surnames:

Employment Type*: Full time employed Part time employed Temporary/Contract Unemployed
 Self-Employed Retired Student Housewife/Home maker Payment in advance

Employment status*: Junior Management Unskilled Supervisor Semi-skilled
 Skilled Senior Management Other Not applicable

Occupation*:

Can we contact the applicant?* Yes No Home phone number* :

Work phone number:

Mobile phone number:

We can send correspondence via email which is much faster than the post.

Email:

Next of Kin Details*:

Name:

Address:

Telephone Number:

Affordability Details

Gross annual income*: £

Any additional sources of income?*: Yes No

Amount of additional income per annum?*: £

Please provide details of any additional income*:

Employer Details

Job Title:		Start date*: Month -		Year -	
Employers company name*:					
Payroll number:					
Contact name*:			Contact job title:		
Postcode:		Building number:			
Unit number:		Building Name:			
Street:		District:			
Town*:		County:			
Daytime phone number*:			Mobile phone number:		
Fax number*:			Email address*:		
Please ensure you provide either a fax number or email address.					
Additional Information:					

Accountant Details

Do you have an accountant?*: Yes <input type="checkbox"/> No <input type="checkbox"/>	
Accountants name*:	
Contact name*:	
Postcode:	Building number:
Unit number:	Building name:
Street:	District:
Town*:	County:
Daytime phone number*:	Mobile phone number:
Fax number*:	Email Address*:
Please ensure you provide either a fax number or email address.	
Additional Information:	

Pension Providers Details

Do you have proof of pension?*	Yes <input type="checkbox"/>	No <input type="checkbox"/>	If Yes please provide your annual statement of pension
Pension providers name*:			
Contact name:			
Pension reference number*:		Postcode:	
Building no:		Unit number:	
Building name:		Street:	
District:		Town*:	
County:		Daytime phone number*:	
Fax number:		Email address:	
Additional information:			

Current Address –

WE NEED THE LAST THREE YEARS OF ADDRESSES

Postcode*:	House number*:			
Flat number:	House name*:			
Street*:	District:			
Town*:	County:			
Is this a Foreign address?*	Yes <input type="checkbox"/>	No <input type="checkbox"/>		
Time at address From*:	Month -	Year-	To: Month -	Year -
Living status*: <input type="checkbox"/> Furnished Tenant <input type="checkbox"/> Unfurnished Tenant <input type="checkbox"/> Own home <input type="checkbox"/> Living with parents <input type="checkbox"/> Other				

Previous Address – Please complete all address details where appropriate

Postcode:	House number*:			
Flat number:	House name*:			
Street*:	District:			
Town*:	County:			
Is this a Foreign address?*	Yes <input type="checkbox"/>	No <input type="checkbox"/>		
Time at address From*:	Month -	Year-	To: Month -	Year -
Living status*: <input type="checkbox"/> Furnished Tenant <input type="checkbox"/> Unfurnished Tenant <input type="checkbox"/> Own home <input type="checkbox"/> Living with parents <input type="checkbox"/> Other				

2nd Previous Address – Please complete all address details where appropriate

Postcode:	House number*:
Flat number:	House name*:
Street*:	District:
Town*:	County:
Is this a Foreign address?* Yes <input type="checkbox"/> No <input type="checkbox"/>	
Time at address From*: Month - Year-	To: Month - Year -
Living status*: <input type="checkbox"/> Furnished Tenant <input type="checkbox"/> Unfurnished Tenant <input type="checkbox"/> Own home <input type="checkbox"/> Living with parents <input type="checkbox"/> Other	

Current landlord details

Landlord / Agent name*:	Contact name*:
Postcode:	Building number:
Unit number :	Building name:
Street:	District:
Town*:	County:
Daytime phone number*:	Mobile phone number:
Fax number:	Email address:
Additional Information:	

Bank Details

How many credit cards held?*	Current account held?*: Yes <input type="checkbox"/> No <input type="checkbox"/> If Yes please enter the details below
Sort code*:	Name of bank*:
Account in the name of: *:	Account number:
Address of Bank *:	
Time with bank*: (years)_____ (months)_____	Cheque guarantee card held*: Yes <input type="checkbox"/> No <input type="checkbox"/>

HAVE YOU ANY CCJ'S OR HAVE YOU EVER BEEN DECLARED BANKRUPT?

YES PLEASE SPECIFY

NO

FAILURE TO DISCLOSE INFORMATION RELATING TO ANY CCJ'S ETC, AND ALSO ANY DETRIMENTAL INFORMATION FOUND AT UNDISCLOSED ADDRESSES COULD AFFECT YOUR APPLICATION AND MAY RESULT IN YOUR APPLICATION BEING DECLINED AND YOUR APPLICATION FEE NOT BEING REFUNDED.

Additional Information

Will any of the tenants have pets?* Yes No IF YES PLEASE SPECIFY

Will any of the tenants smoke?* Yes No

Will there be any children living at the property?* Yes No

Please ensure that you have completed all fields indicated * as failure to do this may result in a delay in producing your report.

Consent

We will use the information provided to us by third parties to make decisions about your application. Agencies may supply to us, public information and/or fraud prevention information.

Information provided to Endsleigh may be supplied to other organisations and used by them and us to

- A. Verify your identity for this application and if you apply for other facilities including all types of insurance applications and claims.
- B. Check all or any of the application details which have been submitted.
- C. Assist organisations to make decisions on tenancy applications by you

By **confirming your agreement to proceed** you are accepting that we may use your information in this way.

Signed:

Date:

Endsleigh* offer specialist contents insurance for people in rented accommodation and as a service will contact the applicant to discuss insurance requirements.

If you do not wish to be contacted please tick here

The information contained within this application is being transmitted to and is only for the use of Experian. If the reader of this message is not the intended recipient, you are hereby advised that any dissemination, distribution or copy of this application is strictly prohibited. If you receive this application in error, please immediately notify us by calling

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