



## **Tenant Application Form**

Please complete this application form and return to [enquiries@gregorys.click](mailto:enquiries@gregorys.click)

<b>Property Address being Applied for:</b>	
<b>Preferred Move Date:</b>	
<b>Monthly Rent:</b>	
<b>Security Deposit:</b> (5 weeks rent)	
<b>Tenancy Term required:</b>	
<b>Number of Adults:</b>	
<b>Number of Children:</b>	
<b>Relationship between Applicants:</b> Family, Professional Sharers, Friends, Partnership etc.	

### **Tenant Information**

Any adult over the age of eighteen must be provide their details (including email address), regardless of whether they are contributing to the rent/bills for tenant referencing. The referencing process includes checking ID, credit history, residential history, income & affordability.

### **Right to Rent Checks**

Applicants must provide the necessary documentation/ID to prove they have the Right to Rent.

### **Rental History**

If you are an applicant currently renting, we will need a reference from your current landlord. Residential references are not completed on Guarantors.

### **Income Information**

Affordability ratio is 2.5 for tenants and 3.0 for guarantors. This means that the combined household income must demonstrate that income is equal to or more than 2.5 x the annual rent (3 x the annual rent for guarantors).

### **Credit Checks**

You will need to provide a minimum of 3 years residential address history. If you have lived at multiple addresses in the last 3 years, please provide further details in the Additional Information Section below.

### **Guarantor Information**

You will require a Guarantor if you do not meet the affordability, have declared adverse credit, are a student or as requested by the Landlord. Guarantors must have no adverse credit. If any adverse credit is found, an alternate guarantor will be recommended. To be a suitable guarantor you must have residency in the UK for at least the past six months.



<b>TENANT 1</b>	
<b>Title</b>	
<b>Full Name (Including Middle Names)</b>	
<b>Date of Birth</b>	
<b>Mobile Number</b>	
<b>Email Address</b>	
<b>Current Address</b>	
<b>Residential Status</b> Homeowner/Tenant/Living with Relatives/ Temporary accommodation	
<b>Move In Date &amp; Move Out Date</b>	
<b>Reason for Leaving</b>	
<b>Rental Amount (pw/pcm)</b>	
<b>Employment Status</b> Full time/Part time/Self employed/Unemployed/Contract/Student	
<b>Occupation</b>	
<b>Company/Workplace Details</b>	
<b>Date Employment Started</b>	
<b>Annual Income (before tax)</b>	
<b>Additional Income</b> (please provide details)	
<b>Significant Outgoings</b>	
<b>NEXT OF KIN – Name/Number</b>	
<b>Guarantor</b>	<b>Full Name</b>
<b>Mobile Number</b>	
<b>Email Address</b>	
<b>Current Address</b>	
<b>Relationship to Applicant</b>	
<b>Employment Status</b>	
<b>Occupation</b>	
<b>Company/Workplace Details</b>	
<b>Date Employment Started</b>	
<b>Annual Income (before tax)</b>	



<b>TENANT 2</b>	
<b>Title</b>	
<b>Full Name (Including Middle Names)</b>	
<b>Date of Birth</b>	
<b>Mobile Number</b>	
<b>Email Address</b>	
<b>Current Address</b>	
<b>Residential Status</b> Homeowner/Tenant/Living with Relatives/ Temporary accommodation	
<b>Move In Date &amp; Move Out Date</b>	
<b>Reason for Leaving</b>	
<b>Rental Amount (pw/pcm)</b>	
<b>Employment Status</b> Full time/Part time/Selfemployed/Unemployed/Contract/ Student	
<b>Occupation</b>	
<b>Company/Workplace Details</b>	
<b>Date Employment Started</b>	
<b>Annual Income (before tax)</b>	
<b>Additional Income</b> (please provide details)	
<b>Significant Outgoings</b>	
<b>NEXT OF KIN – Name/Number</b>	
<b>Guarantor</b>	<b>Full Name</b>
<b>Mobile Number</b>	
<b>Email Address</b>	
<b>Current Address</b>	
<b>Relationship to Applicant</b>	
<b>Employment Status</b>	
<b>Occupation</b>	
<b>Company/Workplace Details</b>	
<b>Date Employment Started</b>	
<b>Annual Income (before tax)</b>	



<b>TENANT 3</b>	
<b>Title</b>	
<b>Full Name (Including Middle Names)</b>	
<b>Date of Birth</b>	
<b>Mobile Number</b>	
<b>Email Address</b>	
<b>Current Address</b>	
<b>Residential Status</b> Homeowner/Tenant/Living with Relatives/ Temporary accommodation	
<b>Move In Date &amp; Move Out Date</b>	
<b>Reason for Leaving</b>	
<b>Rental Amount (pw/pcm)</b>	
<b>Employment Status</b> Full time/Part time/Self employed/Unemployed/Contract/Student	
<b>Occupation</b>	
<b>Company/Workplace Details</b>	
<b>Date Employment Started</b>	
<b>Annual Income (before tax)</b>	
<b>Additional Income</b> (please provide details)	
<b>Significant Outgoings</b>	
<b>NEXT OF KIN – Name/Number</b>	
<b>Guarantor</b>	<b>Full Name</b>
<b>Mobile Number</b>	
<b>Email Address</b>	
<b>Current Address</b>	
<b>Relationship to Applicant</b>	
<b>Employment Status</b>	
<b>Occupation</b>	
<b>Company/Workplace Details</b>	
<b>Date Employment Started</b>	
<b>Annual Income (before tax)</b>	



<b>TENANT 4</b>	
<b>Title</b>	
<b>Full Name (Including Middle Names)</b>	
<b>Date of Birth</b>	
<b>Mobile Number</b>	
<b>Email Address</b>	
<b>Current Address</b>	
<b>Residential Status</b> Homeowner/Tenant/Living with Relatives/ Temporary accommodation	
<b>Move In Date &amp; Move Out Date</b>	
<b>Reason for Leaving</b>	
<b>Rental Amount (pw/pcm)</b>	
<b>Employment Status</b> Full time/Part time/Self employed/Unemployed/Contract/Student	
<b>Occupation</b>	
<b>Company/Workplace Details</b>	
<b>Date Employment Started</b>	
<b>Annual Income (before tax)</b>	
<b>Additional Income</b> (please provide details)	
<b>Significant Outgoings</b>	
<b>NEXT OF KIN – Name/Number</b>	
<b>Guarantor</b>	<b>Full Name</b>
<b>Mobile Number</b>	
<b>Email Address</b>	
<b>Current Address</b>	
<b>Relationship to Applicant</b>	
<b>Employment Status</b>	
<b>Occupation</b>	
<b>Company/Workplace Details</b>	
<b>Date Employment Started</b>	
<b>Annual Income (before tax)</b>	



**Other Information**

\*Please give as much information as possible

Does any applicant smoke?	
Will there be any pets living permanently at the Property or staying for frequent/temporary visits? If yes, please confirm type, size, age, and breed.	
Age of any children moving into the property?	
Has anyone moving into the property ever been evicted from a rental property?	
Has anyone moving into the property ever declared bankruptcy, have an CCJs/IVAs or adverse credit? If yes, please explain the situation regarding this and if this is satisfied or outstanding.	
Has anyone moving into the property ever been in rent arrears or paid rent late? If yes, please give details as to why and when.	
Is a 3 <sup>rd</sup> Party Company paying your first months' rent and deposit? If yes, please provide contact information as to who.	

**Additional Notes**

Please use this box to confirm previous address history for the last 3 years, if you have lived at more address' than stated above and any Share Codes for Right to Rent Purposes.

**Disclaimer**

- The applicant(s) hereby confirm that the information provided, is to the best of their knowledge, true and accurate and the applicant(s) have not withheld anything relevant to my application.
- The applicant(s) consent to this information being verified by contacting the third parties detailed in this form.
- The applicant(s) consents to the letting agent contacting a Credit Reference Agency and IDS (the insurance industry’s data collection agency) on their behalf and conducting the necessary credit reference checks along with employment and previous landlord reference checks where applicable. The applicant(s) understand that a record of such credit checks will remain on their credit history.
- The applicant(s) understands that in the event of them defaulting on the Tenancy Agreement, that any such default may be recorded with the Credit Referencing Agency and IDS Ltd, who may then supply such information to other credit companies or insurers.
- The information provided in this form by the applicant(s) is information as described in Ground 17 of the Housing Act 1996 and the applicant(s) understand that if any information within the application is found to be untrue it is grounds for termination of the Tenancy Agreement. The applicant(s) also understand that any default on the Tenancy Agreement may affect any future application for tenancies, credit or insurance and that the assessment of this application presumes that at some point during the Tenancy Agreement the applicant(s) may be granted or allowed some form of deferred payment.
- The applicant(s) agree to pay a holding deposit equivalent to one week’s rent to reserve the property. This holding deposit will be deducted from the first month’s rent upon successful completion of referencing and execution of the tenancy.
- The applicant(s) understands that the holding deposit is non-refundable should the applicant(s) fail any of the referencing checks, the applicant(s) withdraws their application, or the applicant(s) fail to start the tenancy on the agreed date unless otherwise agreed in writing.
- The applicant(s) understands that they have 7 days from offer acceptance to sign up to Goodlord and upload the first requested documents. Should the applicant(s) not complete this first stage within 7 days, the landlord has the right to review the application and withdraw from the pre tenancy agreement.
- The applicant(s) understands the holding deposit will be refunded should the landlord choose to withdraw the property from the market prior to the commencement of the tenancy agreement due to no fault of the applicant(s).
- The deposit for the property will be protected by The Deposit Protection Service (unless otherwise specified) and held in an account for the duration of the tenancy. For further information on the Deposit Protection Service including the repayment process and full terms and conditions please visit [www.depositprotection.com](http://www.depositprotection.com)
- The applicant(s) understands the deposit for the property is equivalent to 5 weeks rent.
- The applicant(s) understands that if they apply for the property without seeing it and are successful, any monies paid to move into the property are non-refundable should they decide to withdraw from the tenancy.
- It is the Tenants’ responsibility to obtain their own contents insurance including accidental damage and by signing this tenancy application it is fully understood that this should be taken out prior to the commencement of the tenancy.

	<b>I/We confirm that the information provided in this application is true and accurate to the best of my/our knowledge. I/We understand that providing false or misleading information may result in termination of the tenancy or other legal action</b>		
TENANT 1	Print	Sign	Date
TENANT 2	Print	Sign	Date
TENANT 3	Print	Sign	Date
TENANT 4	Print	Sign	Date