



Estate Agents, Commercial, Residential & Land Managers

Partners
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382/384 Cyncoed Road, Cardiff CF23 6SA

Application Form Tenants Terms and Conditions

HOLDING DEPOSIT

We require payment of one week’s rent to reserve a property. Please Note: This will be withheld if any relevant person (including any guarantor(s) withdraw from the tenancy, fail a Right-to-Rent check, provide materially significant false or misleading information, or fail to sign their tenancy agreement (and / or Deed of Guarantee) within 15 calendar days (or other Deadline for Agreement as mutually agreed in writing).

MOVING IN

Prior to your move in each applicant must sign the Tenancy Agreement and to pay, by bankers draft or ‘cleared funds’ the first month’s rent and balance of the security deposit. An inventory and schedule of condition (which forms part of the Tenancy Agreement) will be prepared and you will be handed a copy of the report on the day of your move in. You will have 7 days in which to let us know of any discrepancies, otherwise we will assume you are in full agreement with the inventory document.

RENT PAYMENTS

A monthly standing order for the rent will be required to be set up, payable 3 days before the due date to ensure the rent is in our account on the due date. There will be an administration surcharge for rent not paid by standing order.

INSURANCE

The Landlord will hold buildings insurance, but it is your responsibility to arrange Tenants Insurance that will cover you in the event of accidental damage to the Landlords contents (if you do not already have your own policy giving adequate cover). Rates vary according to cover and length of time.

Do you have any pets Y/N
Do you smoke Y/N
How many adults/children will be residing at the property

Please provide photo ID together with a copy utility, phone, or council tax bill

Tenant name.....

Tenant signature..... Date.....



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Please complete this Application form fully, in ink and block capitals
We regret that no explanation can be given should we be unable to accept you as a tenant

Address of Property Applied for
First Name Middle Name(s) Surname
Please provide photo-ID when returning this application (for office use: Passport..... Driving licence..... other.....)
Date of Birth: Maiden name (if applicable)
Total Rent for Property: Rental Period: Proposed Tenancy Commencement Date:
Are you currently: Owner Private Tenant With Parents Or Other than the above
Current Address:
Post Code:
Tel: Day: Evenings: Mobile:
Email Address:
Previous Address if less than three years at above
Post Code:
Your Employment during this Tenancy: (please notify your employer/accountant contact that enquiries will be made to verify this information)

Company/Accountant Name:

Address:

Post Code.....

Tel:

Fax:

Position Held

Salary per month

nett/gross Employment commencement date

Contact name and Position

Email Address:

National Insurance Number

Are you aware of any matters that may cause your employment to change in the near future (if yes, please give details on a separate sheet) YES NO

Do you have any additional sources of income YES NO

If yes, give details

(Applicant Name:))

Past Employment – if you have been in your current employment for less than 2 years, please provide details of previous employment

Company Name:

Address:

Post Code.....

Tel:

Fax:

Position Held

Salary per month

nett/gross Employment from and to

Contact name and Position

Email Address:

Existing/Previous Letting Agent or Landlord (please notify them that we will be contacting them)

Name:

Address:

Post Code.....

Daytime no. Evening no.

Fax no.

Email Address

Previous Rent : £ Per: Week / Month

HAVE YOU ANY PREVIOUS COUNTY COURT JUDGMENTS OR BANKRUPTCY : **YES/NO**

If yes, please give details

Bank/Building Society Details

Bank Name

Address
.....
Post Code
Name of Account Holder
.....
Account No.
Sort Code
Length of time with the Bank (if less than 3 years, please give details of
previous bank)

Bank Name
.....
Address
.....
Post Code
Name of Account Holder
.....
Account No.
Sort Code
Length of time with the Bank

I hereby authorise Hentons Residential to make any enquiries considered necessary to substantiate information supplied on this application. I authorise you to disclose any information about me and my account to Hentons Residential, who may retain a record of such a search. I give my permission to take up all necessary references and that these may be shown to a Landlord and/or their lender. I confirm that the information supplied is true, to the best of my knowledge and belief.

Signature of Applicant

Date