



## STUDENT/ UNEMPLOYED APPLICATION

AGENT NAME: **Prime Property (Ni) Ltd**      AGENT CODE: **600104**

### SECTION 1 – TO BE COMPLETED BY THE LETTING AGENT

<b>Product required</b>	Reference:	Express: <input type="checkbox"/>	Ultimate: <input type="checkbox"/>
	R/G Period:	6 months: <input type="checkbox"/>	12 months: <input type="checkbox"/>
<b>Rental property address</b>	Landlord name:	.....	
	Address line 1:	.....	
	Address line 2:	.....	
	Address line 3:	.....	
	Postcode:	.....	
<b>Tenancy details</b>	Tenancy term:	.....months	
	Monthly Rental:	£.....	Rent share for applicant £ .....
	No. of tenants being referenced	.....	
	Proposed tenancy start date: (Can be altered later if necessary)	...../...../.....	
	Is the Property	Let Only <input type="checkbox"/> Fully Managed <input type="checkbox"/>	

## SECTION 2 – TENANT DETAILS – TO BE COMPLETED BY TENANT

	Title:	.....
	Forename(s):	.....
	Surname:	.....
	Date of Birth:	.....
<b>Personal details</b>	Monthly Share of Rent	£.....
	Marital Status:	Married / Divorced / Not Married
	Contact details:	Contact number ..... Fax .....
		E-mail address .....
		Mobile number .....
	If you have been known by another name by give it here	.....

**NOTE : You must provide three years address history**

<b>Present address</b>	Address line 1:	.....
	Address line 2:	.....
	Address line 3:	.....
	Postcode:	.....
	Time at this address:	..... yrs .....mths
	Address Status (circle):	Owner    Rented Accommodation
		Living with Parents/Friends    Other: .....
<b>Previous address 1:</b>	Address -	.....
	City / Town	.....
	Postcode	.....
	Time at this address:	.....yrs .....mths
<b>Previous address 2:</b>	Address -	.....
	City / Town	.....
	Postcode	.....
	Time at this address:	.....yrs .....mths



**SECTION 3 – TENANTS CURRENT LANDLORD / LETTING AGENT**

.....  
 Name of Landlord / Letting Agent ..

Phone Number: .....  
 Fax.....

Email: .....

Address line 1: .....  
 ...

Address line 2: .....  
 ...

City : ..... Postcode : .....

**Please Note :**  
**Failure to provide**  
**adequate contact**  
**details could**  
**delay your**  
**application**

**Tenant Credit Information (if applicable)**

**Please note : Failure to disclose adverse credit could affect your application**

Do you have any current/historic or pending adverse credit? Yes / No  
 If Yes, give details.....

**Adverse Credit** Do you have any CCJs or Court Decrees? Yes / No  
 If Yes, give details.....

Have you ever been declared bankrupt or any IVA's,etc? Yes / No  
 If Yes, give details.....



**SECTION 4 – TENANTS INCOME DETAILS**

**Current Employment Status** Please circle one: Unemployed Student

Is the tenant(s) current position to change in the near future? Yes / No

If Yes, please provide details .....

Do you have any other source of income Yes / No

If Yes, please state Annual Amount - £..... Details.....

**Additional Income (proof will be required)**

Tax Credits £.....

Disability Benefit £.....

Child Maintenance £.....

Housing Benefit £.....

Carers Allowance £.....

Fosterers Allowance £.....

Child Benefit £.....

Employment Support Allowance £.....

Guardian Allowance £.....

Additional Income 1 Description .....

Additional Income 2 Description .....

£.....

£.....



**SECTION 5 – GUARANTOR PERSONAL DETAILS**

**Personal details**

Title: .....

Forename(s): .....

Middle Name(s): .....

Surname: .....

Date of Birth: .....

Monthly Rental to be guaranteed: £.....

Contact Number: .....

Email: .....

Mobile Number: .....

*If you have ever been known by another name please give it here* .....

**Present address (please provide THREE years address history)**

Address line 1: .....

Address line 2: .....

Address line 3: .....

Postcode: .....

Time at this address: ..... yrs .....mths

Address Status (circle):      Owner      Rented Accommodation

   Living with Parents/Friends      Other: .....

**Previous address 1:**

House No./Street - .....

City / Town .....

Postcode ..... Time at this address: .....yrs .....mths

**Previous address 2:**

House No./Street - .....

City / Town .....

Postcode ..... Time at this address: .....yrs .....mths



**Guarantor Credit Information**

**Please note : Failure to disclose adverse credit could affect your application**

Do you have any current/historic or pending adverse credit? Yes / No

If Yes, give details.....

Do you have any CCJs or Court Decrees? Yes / No

If Yes, give details.....

Have you ever been declared bankrupt or any IVA's,etc? Yes / No

If Yes, give details.....

**Adverse Credit**

**SECTION 7 – GUARANTOR’S EMPLOYMENT DETAILS**

<b>Current Employment Status</b>	Please circle one:	Employed	Self Employed	Retired
		Contract Worker	Temp Worker	Independent Means

**NOTE: If Self-Employed, A Director of your own Company, Retired or Independent Means, go to Section 5**

**Please Note :**  
**Failure to provide adequate contact details could delay your application**

Name of company: .....

Position .....

Gross Salary ..... Overtime ..... London Weighting .....

Car allowance ..... Bonus ..... Shift allowance .....

Payroll No..... Start Date...../...../... Full Time / Part Time (circle)

Address line 1: .....

Address line 2: .....

Address line 3: .....

Postcode: .....

Contact name: .....

Email: .....

Contact Number: .....

Fax number: .....



Is your current position going to change in the near future Yes / No  
 If yes, please complete below:

**Future  
Employment  
Status**

Please circle one:      Employed    Unemployed    Self Employed    Retired  
    Contract Worker    Temp Worker    Student    Independent Means

Name of company: .....

Position .....

Gross Salary .....      Overtime .....      London Weighting .....

Car allowance .....      Bonus .....      Shift allowance .....

Payroll No.....      Start Date...../...../...      Payroll No.....

Address line 1: .....

Address line 2: .....

Address line 3: .....

Postcode: .....

Position which you will hold: .....

Contact name: .....

Email: .....

Contact Number: .....      Fax .....

**Any other source  
of income?**

Total Annual Amount £.....      Breakdown .....



**SECTION 8 – GUARANTORS ACCOUNTANT / PENSION PROVIDER**

Self Employment / Retirement / Independent Means Start Date ...../...../.....

Annual Income - £..... Will accountant be verifying income? Yes / No

Does the guarantor have a private pension Yes / No How many? .....

Have finalized accounts been prepared? (circle) Yes – by accountant Yes – Self Assessment No

**Accountant / Pension Company details**

Name of Accountant: .....

Name of Pension Company: .....

Pension No..... Pension amount £.....

Address line 1: .....

Address line 2: .....

Address line 3: .....

Postcode: .....

Contact name: .....

Email: .....

Contact number: ..... Fax number: .....





**SECTION 9 – DECLARATION**

I hereby certify that the information provided is true and accurate and give permission for this information to be verified by third parties 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.

**Declaration**

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 Let Alliance to contact me in respect to this application if required.

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

The details provided by you will be held by Let Alliance and may be used to keep you up to date on our products and services and those of the Let Alliance and other organisations we believe will be of interest to you. If you would prefer not to receive this information, please tick above box.

Applicant signature: ..... Print Name: ..... Date: .....

Guarantor signature: ..... Print Name: ..... Date: .....

**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 0845 6850475 OR EMAIL US AT  
 TENANT@LETALLIANCE.CO.UK**