

## Full Reference

Please return this form to your letting agent.

### AGENCY DETAILS (Agent to complete)

\* Mandatory

Agency Name: \*  Postcode/ID: \*  Postcode / ID

### 1. PRODUCT (Agent to select 1 product)

\* Mandatory

Full Reference Only \*  Date of Application: \*  dd/mm/yyyy  
 Reference Inc Rent Protection 6 months Nil Excess \*  Reference Inc Rent Protection 6 months One Excess \*   
 Reference Inc Rent Protection 12 months Nil Excess \*  Reference Inc Rent Protection 12 months One Excess \*

### 2. PROPERTY DETAILS - PROPERTY TO BE RENTED (Agent to complete)

\* Mandatory

House Number/Name: \*  Proposed tenancy start date: \*  dd/mm/yyyy  
 Address: \*  Tenancy period in months: \*   
 Total rent per month: \*   
 Town: \*  Applicant's share of rent: \*   
 County: \*  Number of tenants: \*   
 Postcode: \*

### 3. TENANT'S PERSONAL DETAILS (Applicant to complete)

\* Mandatory

Title: \*  First Name: \*   
 Middle Name:  Surname: \*

**If your name has been changed within the last 12 months please enter your previous full name below.**

First Name:  Surname:   
 Date of Birth: \*  dd/mm/yyyy NI Number:   
 Telephone number: \*  Mobile number: \*   
 Email address: \*  Marital status:   
 Number of dependents under the age of 18: \*  Next of Kin:

Do you smoke?: \* Yes  No

Do you have any pets?: \* Yes  No  If Yes, type of pet:

Have you had any county court judgements, rent arrears or adverse credit within the last 10 years?: \* Yes  No

If yes, please give the following reasons:

Number of CCJs: \*  Claimant: \*   
 Amount: \*  Date: \*  dd/mm/yyyy  
 Reason: \*

**If more than one CCJ you are required to complete a separate sheet with full details for each CCJ.**

**4. CURRENT ADDRESS (Registered address - For credit history report)**

\* Mandatory

Abode number (ex. Flat 22):	<input type="text"/>
House number/Building number (ex. 24 or 189): *	<input type="text"/>
House name/Building name (ex. Farm Cottage):	<input type="text"/>
Street 1: *	<input type="text"/>
Street 2:	<input type="text"/>
Town: *	<input type="text"/>
County:	<input type="text"/>
Postcode: *	<input type="text"/>
Time at this address: *	Years <input type="text"/> Months <input type="text"/>

**5. EMPLOYMENT STATUS (Applicant to complete)**

\* Mandatory

**Employment Details: \***Employed  Self-employed 

Applicant's Position/Job Title:	<input type="text"/>
Applicant's Gross salary/Gross profit per annum: *	<input type="text"/>
Time with employer: *	Years <input type="text"/> Months <input type="text"/>
Name of Employer/Accountant: *	<input type="text"/>
Address 1: *	<input type="text"/>
Address 2:	<input type="text"/>
Town: *	<input type="text"/>
County:	<input type="text"/>
Postcode: *	<input type="text"/>
Contact name: *	<input type="text"/>
Telephone number: *	<input type="text"/>
Mobile number:	<input type="text"/>
Email address: *	<input type="text"/>

**If employment is less than 1 year, then you are required to fill a separate sheet with your full employment history covering the past 12 months.****If Unemployed**

Benefits received: *	<input type="text"/>
Annual amount:	<input type="text"/>
Pensions received:	<input type="text"/>
Annual amount: *	<input type="text"/>

**If Student**

Name of University: *	<input type="text"/>
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**If Retired**

Gross annual income from all sources: *	<input type="text"/>
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**If on Housing Benefit**

Name of Local Authority: *	<input type="text"/>
Has housing benefit been granted: *	Yes <input type="checkbox"/> No <input type="checkbox"/>
If yes, amount monthly:	<input type="text"/>
If no, when will it be granted?:	<input type="text"/>
Who is the benefit paid directly to, Tenant or Agent?:	<input type="text"/>

**6. CURRENT OR PREVIOUS LANDLORD/LETTING AGENT (Applicant to complete)**

\* Mandatory

**Residence type: \***

Owner

Tenant

Living with parents / Family

Living with friend / Partner

**If residence type is tenant**

Period of residence: \*

Name of Landlord/Agent: \*

Years

Address: \*

Months

Contact name: \*

Town: \*

Mobile number:

County:

Telephone number: \*

Postcode: \*

Email address: \*

**7. BANK DETAILS**

Bank Name:

Name of Account:

Account number:

Sort code:

Time with bank:

Years

Months

**8. ADDITIONAL INFORMATION/ADDRESSES (Which may assist in the completion of this reference)**

**9. IDENTIFICATION & AUTHORISATION (Applicant to complete)**

**\* Mandatory**

Identification type (Passport no., Driving license no. Utility bill) : \*

Identification number : \*

(if Utility bill, give account no. with issuer, e.g. BT)

I confirm that the information provided in this application form is true, accurate and complete. I understand that the information that I have submitted will be used in order to assess my suitability to be granted a tenancy agreement, or to be named on the tenancy agreement as a Guarantor, or to verify my identity to prevent and detect crime and money laundering, and acknowledge that the information that I have provided will be shared with third parties for this purpose. I understand and agree that current or former employers, landlords and letting agents may be asked to provide additional information about me or to verify information that I have provided, calls for which are recorded for training and monitoring purposes. I further acknowledge that the information that I have provided will be submitted to credit reference agencies in order that a credit check can be conducted. I understand that Rent4sure Ltd is not entitled to disclose a copy of my credit report to me but that I may obtain a copy of the report by applying to the relevant credit reference agency directly. I understand that I may be refused a tenancy, or may be found unsuitable to act as a Guarantor, as a result of the searches and references obtained by Rent4sure Ltd. I acknowledge that the referencing services provided are provided to the letting agent or landlord (as the case may be), and agree that I shall not seek to hold Rent4sure Ltd liable for such refusal nor shall I seek to bring any claim against Rent4sure Ltd for any loss or damage suffered by me as a result of such refusal.

By ticking this box I agree to Rent4sure Ltd contacting me by e-mail and/or telephone regarding other goods and services that may be of interest to me, such as broadband, utilities, telecommunications and insurance products. Rent4sure Ltd may also on occasion share your personal data with third parties, such as the providers of these products, if you tick the box. If you change your mind in the future you can withdraw your consent at any time by contacting us (using the details in our Privacy Policy) or by using the unsubscribe option in e-mails. For more details on how we use your personal information, including details about the third parties with whom we may share your personal data, please see our Privacy Policy here: [www.rent4sure.co.uk/legal#privacy](http://www.rent4sure.co.uk/legal#privacy).

Rent4sure Ltd is a controller under data protection law. For further details about how we collect and process your personal data, together with information about your privacy rights, please see our Privacy Policy here: [www.rent4sure.co.uk/legal#privacy](http://www.rent4sure.co.uk/legal#privacy).

PLEASE NOTE THAT ANY FEES PAYABLE TO SIMON VAUX RENTAL ARE NON REFUNDABLE IF YOU CHANGE YOUR MIND.

Applicant's Name \*

Applicant's Signature \*

Date (dd/mm/yyyy) \*