



## A RESIDENTIAL TENANCY APPLICATION FORM

All Information Provided is Subject to Verification, References obtained as required.

PLEASE NOTE: If YOU are the intended applicant, you must be over eighteen years separate information is required for each and every applicant, all sections must be completed in full, the application signed, dated and returned to our office address shown below. current photographic identification is also required to accompany this application, **No charge is made to you in respect of this application**

RENTED PROPERTY ADDRESS: \_\_\_\_\_

### MAIN APPLICANT'S NAME

### OTHER APPLICANT'S NAME

Surname \_\_\_\_\_

Surname \_\_\_\_\_

Other Names \_\_\_\_\_

Other Names \_\_\_\_\_

Home Address: \_\_\_\_\_

Home Address \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ BT \_\_\_\_\_

\_\_\_\_\_ BT \_\_\_\_\_

How long at this address? \_\_\_\_\_

How long at this address? \_\_\_\_\_

Do you own or lease this property?

Do you own or lease this property?

Your Previous Address Please

Your Previous Address Please

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ BT \_\_\_\_\_

\_\_\_\_\_ BT \_\_\_\_\_

How long at this address? \_\_\_\_\_

How long at this address? \_\_\_\_\_

For contact: Home No \_\_\_\_\_

For contact: Home No \_\_\_\_\_

mobile number \_\_\_\_\_

mobile number \_\_\_\_\_

e-mail address \_\_\_\_\_

e-mail address \_\_\_\_\_

**OFFICE ADDRESS: 14b BALLYNAHINCH RD, CARRYDUFF BT8 8DN**  
**Telephone: 02890 812422 Facsimile: 02890 813667 E-mail: alan@alannewell.com**

**About your present property**

Name & Address of Landlord/Agent

Name & Address of Landlord/Agent

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_BT\_\_\_\_\_

\_\_\_\_\_BT\_\_\_\_\_

Why are you leaving?

Why are you leaving?

\_\_\_\_\_

\_\_\_\_\_

What notice have you to give?

What notice have you to give?

\_\_\_\_\_

\_\_\_\_\_

Have previous payments been behind?

Have previous payments been behind?

\_\_\_\_\_

\_\_\_\_\_

Are your payments currently in arrear?

Are your payments currently in arrear?

\_\_\_\_\_

\_\_\_\_\_

**About yourself**

Have you, or any other applicant ever been refused a Residential Tenancy?

\_\_\_\_\_

\_\_\_\_\_

Have you, or any other applicant ever had county court judgments issued?

\_\_\_\_\_

\_\_\_\_\_

Have you or any other applicant ever been evicted from a tenancy?

\_\_\_\_\_

\_\_\_\_\_

Are you currently in employment?

Are you currently in employment?

\_\_\_\_\_

\_\_\_\_\_

Employers name & full address

Employers name & address

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_BT\_\_\_\_\_

\_\_\_\_\_BT\_\_\_\_\_

Contact Name:\_\_\_\_\_

Contact Name:\_\_\_\_\_

Phone No/e-mail\_\_\_\_\_

Phone No/e-mail\_\_\_\_\_

Are you, or any other applicant in receipt of Housing Benefit?

\_\_\_\_\_

Name & Address of Housing Executive Private Housing Benefit Office

\_\_\_\_\_

\_\_\_\_\_BT\_\_\_\_\_BT\_\_\_\_\_

Do you, or any other applicant intend to apply for Private Housing Benefit?

\_\_\_\_\_

**About your references**

Do you, or any other applicant have a bank account? YES/ NO

Name & full address of bank

\_\_\_\_\_

\_\_\_\_\_BT\_\_\_\_\_BT\_\_\_\_\_

Account No:\_\_\_\_\_ Account No:\_\_\_\_\_

Account Name:\_\_\_\_\_ Account Name:\_\_\_\_\_

Do you consent to a Bank Reference being obtained? YES/ NO (please delete)

TWO character references are required to be obtained, people who know you well BUT who being unrelated by family, can offer constructive comments for our client(s)

Name \_\_\_\_\_ Name \_\_\_\_\_

Address \_\_\_\_\_ Address \_\_\_\_\_

\_\_\_\_\_BT\_\_\_\_\_BT\_\_\_\_\_

**Finally**

Do you, or any other applicant have children or pets? YES/NO

What ages are the children please? \_\_\_\_\_

What type of pet do you have? \_\_\_\_\_

Please insure that you are fully acquainted with the terms & conditions which are associated with this rented property, ask at our office or view on line from our web site [www.alannewell.com](http://www.alannewell.com) details of availability, deposit(s) due plus any advance payment, requirement to pay domestic rates etc all before signing and returning this application form. **Return of the form does not guarantee acceptance by our client(s)**

Signed \_\_\_\_\_ Signed \_\_\_\_\_

Date \_\_\_\_\_ Date \_\_\_\_\_

