

RENTED PROPERTY – APPLICATION TO VIEW

TO VIEW ANY OF OUR MANAGEMENT PROPERTIES, PROSPECTIVE TENANTS WILL FIRSTLY NEED TO COMPLETE AND RETURN THIS TENANT'S VIEWING FORM.

NAME:	DATE:
ADDRESS:.....	
.....POSTCODE:.....	
E-MAIL ADDRESS:.....	
CONTACT TEL NOS.:	D.O.B:
HOW WILL YOU BE PAYING THE RENT? (please tick)	BENEFITS: <input type="checkbox"/> OR SALARY: <input type="checkbox"/>
INCOME AMOUNT (please see reverse of this form) £	<input style="width: 100px;" type="text"/>
DO YOU HAVE ANY PETS? YES <input type="checkbox"/> NO <input type="checkbox"/>	DOG <input type="checkbox"/> CAT <input type="checkbox"/> OTHER <input type="checkbox"/>
NO. OF CHILDREN UNDER 18: <input style="width: 40px;" type="text"/>	SMOKER? YES <input type="checkbox"/> NO <input type="checkbox"/>
NO. OF ADDITIONAL OCCUPANTS OVER 18: <input style="width: 40px;" type="text"/>	
DO YOU OR ANY OF THE INTENDED OCCUPANTS HAVE ANY UNDISCHARGED COUNTY COURT JUDGEMENTS OR BANKRUPTCY ORDERS? YES <input type="checkbox"/> NO <input type="checkbox"/>	

YOUR RENTAL REQUIREMENTS (To be completed by the Applicant)

If you are interested in one particular property, please write the full address of the property below:

Alternatively, if you are seeking a particular type of property, please briefly note your requirements, mentioning the number of bedrooms required, location and the rent you are prepared to pay:

WE DO NEED AN E-MAIL ADDRESS ON WHICH YOU CAN BE CONTACTED. If supplied with this, we will add your requirements to our rental e-mailing list and forward details of any properties matching your criteria.

OUTLINE OF MAIN TENANCY DETAILS

- As a guide, your annual joint income excluding overtime, must exceed 30 times your monthly rent. For example, if your desired property is £450pcm, your income must exceed £13,500 per year. **NOTE: It is important that the correct information is given at this stage, as proof of income is required for the referencing Company and any discrepancies found will result in a loss of any referencing fees paid.**
- All our properties, unless we notify you otherwise, are let on Assured Shorthold Tenancies for a minimum of six months.
- No pets – without prior consent of the landlord. Consent, if granted, subject to additional charges and conditions.
- Lettings will not normally be granted to Tenants under 21 years of age.
- Tenants are not accepted with undischarged County Court Judgements or Bankruptcy orders.
- Housing Benefit is accepted in some cases, subject to deposit and rent guarantor being available. We request that rent in these cases is paid by Standing Order.
- Tenants, unless notified otherwise, are responsible for Council Tax, Water Rates, Gas, Electricity and Telephone charges.
- No multi-lets (please make enquiries with the Management Department)
- If, after viewing, you wish to rent one of our available properties, you will need to fill in one of our “Tenant Assessment Application Forms”. The property can then be reserved on payment of referencing fees. Regrettably, our viewing representative is not in a position to accept reservations and prospective tenants must bring their referencing fees in person into the Grimsby Office in order to reserve a property. Payment cannot normally be made over the telephone and reservations are accepted on a “first come, first served” basis.
- **At the time of reservation, we will require details of the date on which you wish to commence the tenancy, and, in addition, we will also need to see photo identification (passport or driving licence) and proof of consumer credit (i.e. mobile phone, bank statement, etc.).**
- The referencing fee is £50.00, which is to cover the cost of searches and VAT. This is non refundable, but will enable us to hold the property for you whilst we carry out a credit search, etc. This fee is for a single Tenant. In respect of additional Tenants (this includes Spouse, Partner, Sharer and any children over the age of 18 years), a further sum of £35.00 per person is required for referencing purposes. All intending occupants must be fully disclosed on the Application Form. For full details of all final costs, please refer to our “Tenant Application Form” which is available on our website or on request at both of our offices.

If, after viewing one of our properties, you wish to take up a Tenancy, you will need to complete a Tenancy Application Form, in order that we can proceed with referencing.