



Rentshield
DIRECT

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H54453
666 Green Lane, Goodmayes, Ilford, Essex IG3 9RX
Tel: 0208 598 1234

Please select Management Service:

- Tenant find only
- Rent collect only
- Fully Managed

MISSING INFORMATION WILL RESULT IN DELAYS!

TENANCY APPLICATION

1. CHECK TYPE

<p>CREDIT SEARCH <input type="radio"/> FULL REFERENCE <input checked="" type="radio"/> FULL REFERENCE WITH ADVANCE <input checked="" type="radio"/></p> <p>(If you select Full Reference with Advance, you CANNOT purchase any Executive products)</p>	
EXECUTIVE 6 (6 mths)-Fully managed only <input checked="" type="radio"/>	EXECUTIVE 6+ (Nil Excess -6 mths)-Fully managed only <input checked="" type="radio"/>
EXECUTIVE 12 (12 mths)- Fully managed only <input checked="" type="radio"/>	EXECUTIVE 12+ (Nil Excess -12 mths)-Fully managed only <input checked="" type="radio"/>

2. PROSPECTIVE LANDLORD & PROPERTY DETAILS

This section should be completed by the LETTING AGENT in BLOCK CAPITALS

POSTCODE	HOUSE NUMBER	FLAT NUMBER	HOUSE NAME
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
STREET		DISTRICT	
<input type="text"/>		<input type="text"/>	
TOWN	COUNTY		
<input type="text"/>	<input type="text"/>		
PROPERTY TYPE	<input type="text"/>	WAS IT PURPOSE-BUILT: YES <input type="radio"/> NO <input type="radio"/>	No. OF BEDROOMS <input type="text"/>
PROSPECTIVE LANDLORDS DETAILS			
NAME	<input type="text"/>		
ADDRESS	<input type="text"/>		POSTCODE <input type="text"/>
TELEPHONE	<input type="text"/>	EMAIL	<input type="text"/>

3. RENTAL DETAILS

This section should be completed by the LETTING AGENT in BLOCK CAPITALS

NUMBER OF TENANTS	RENT PER MONTH	START DATE	RENTAL TERM
<input type="text"/>	£ <input type="text"/>	<input type="text"/>	<input type="text"/>

4. TENANT DETAILS

This section should be completed by the LETTING AGENT in BLOCK CAPITALS

PLEASE STATE NAMES OF ANY TENANTS MOVING IN TO THIS PROPERTY AND THEIR SHARE OF THE RENT:

If more than 4 tenants are moving into the property, please continue in Section 11: Additional Information. You can enter the rental share as either a % or in £.

Tenant 1	Share	Tenant 2	Share
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Tenant 3	Share	Tenant 4	Share
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

5. PERSONAL DETAILS

This section should be completed by the **TENANT in BLOCK CAPITALS**

Mr/Mrs/Miss/Ms	<input type="text"/>		
Surname	<input type="text"/>		
First Name	<input type="text"/>	Middle Name	<input type="text"/>
Date of Birth	<input type="text"/>	Nationality	<input type="text"/>
Sex	Male <input type="radio"/> Female <input type="radio"/>	Maiden/ Other name	<input type="text"/>
Marital Status	<input type="text"/>		
Daytime tel	<input type="text"/>	Evening tel	<input type="text"/>
Mobile tel	<input type="text"/>		
Email	<input type="text"/>		

6. CURRENT ADDRESS

This section should be completed by the **TENANT in BLOCK CAPITALS**

PLEASE PROVIDE THREE YEARS WORTH OF RESIDENCY DETAILS (USE A SEPARATE SHEET IF NECESSARY)

Postcode	House Number	Flat Number	House Name
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Street	District		<input type="text"/>
<input type="text"/>	<input type="text"/>		<input type="text"/>
Town	County		
<input type="text"/>	<input type="text"/>		
Status: Owner <input type="radio"/>	Rented <input type="radio"/>	With Parents <input type="radio"/>	Council Tenant <input type="radio"/> Other <input type="text"/>
Is this a foreign address?	Yes <input type="radio"/> No <input type="radio"/>	Length of time at address	<input type="text"/>

7. PREVIOUS ADDRESS

This section should be completed by the **TENANT in BLOCK CAPITALS**

Postcode	House Number	Flat Number	House Name
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Street	District		<input type="text"/>
<input type="text"/>	<input type="text"/>		<input type="text"/>
Town	County		
<input type="text"/>	<input type="text"/>		
Status: Owner <input type="radio"/>	Rented <input type="radio"/>	With Parents <input type="radio"/>	Council Tenant <input type="radio"/> Other <input type="text"/>
Is this a foreign address?	Yes <input type="radio"/> No <input type="radio"/>	Length of time at address	<input type="text"/>

8. FINANCIAL DETAILS

This section should be completed by the **TENANT in BLOCK CAPITALS**

Employment Status <input type="text"/> <small>(Employed, Self Employed, Retired, Unemployed, Student)</small>	Annual Income <input type="text"/> £ P.A <input type="radio"/> P.HR <input type="radio"/>
Job Title <input type="text"/>	Payroll/Pension Reference Number <input type="text"/>
Start Date <input type="text"/>	<input type="text"/>
Is Your Job Likely To Change In The Near Future?	Yes <input type="radio"/> No <input type="radio"/>
What Is The Nature Of Your Employment?	Full <input type="radio"/> Temporary <input type="radio"/> Contract <input type="radio"/>
Average Commission/Bonus <input type="text"/> £ PER ANNUM	Average Overtime <input type="text"/> £ PER ANNUM
Do You Have Any Further Sources Of Income?	Yes <input type="radio"/> No <input type="radio"/>
If so, how much?	<input type="text"/> £ PER ANNUM
and where from?	<input type="text"/>

9. EMPLOYER DETAILS

This section should be completed by the **TENANT in BLOCK CAPITALS**

Company/Accountants or Pension Providers Name <input type="text"/>			
Postcode <input type="text"/>	House Number <input type="text"/>	Flat Number <input type="text"/>	House Name <input type="text"/>
Street <input type="text"/>	District <input type="text"/>		
Town <input type="text"/>	County <input type="text"/>		
Contact Name <input type="text"/>	Contact Job Title <input type="text"/>		
Phone (Daytime) <input type="text"/>	Phone (Mobile) <input type="text"/>		
Email <input type="text"/>	Fax Number <input type="text"/>		
Additional Information <input type="text"/>			

10. CURRENT OR PREVIOUS LANDLORD DETAILS

This section should be completed by the **TENANT in BLOCK CAPITALS**

Do you pay your rent through a letting or managing agent? No Yes

Landlord/Letting agents name
This is who you pay your rent to

Contact name

Postcode House number Flat number House name

Street District

Town County

Phone (daytime) Phone (mobile)

Email Fax number

11. ADDITIONAL INFORMATION

This section should be completed by the **TENANT in BLOCK CAPITALS**

12. PERSONAL DETAILS CONTINUED.

This section should be completed by the **TENANT in BLOCK CAPITALS**

Have you ever been issued with a County Court Judgement?

Yes

No

Are you aware of any adverse credit history?

Yes

No

If you have answered Yes to either of these questions please give details below.

13. CONSENT

This section should be completed by the **TENANT**

PLEASE READ THE FOLLOWING STATEMENTS CAREFULLY – IT’S IMPORTANT THAT YOU PROVIDE YOUR CONSENT FOR THE CHECKS BY MARKING THE BOXES NEXT TO THE TEXT AND THEN SIGNING AND DATING BELOW.

Your reference will be completed by Rentshield Direct on behalf of your letting agent and/or landlord. Rentshield Direct is part of the Barbon Insurance Group Limited. For the purposes of this application, Barbon Insurance Group Limited is the Data Controller as defined in the Data Protection Act 1998 (the “Act”)

In order to complete your application, Rentshield Direct will consult with a number of sources to verify the information, including a licensed credit reference agency.

As a result of the information received:

- 1) Rentshield Direct will pass on any relevant information supplied to your landlord and/or letting agent, including the results of any linked verification checks.
- 2) By consulting with a credit reference agency, Rentshield Direct will share your information with them and the agency may record the results of this search. This search may show how you conduct payments with other organisations. From time to time, this information may also be used for debt tracing and fraud prevention. You may request the name and address of the Credit Reference agency Rentshield Direct use in order to contact them for a copy of the information they hold.
- 3) Rentshield Direct may use debt collection agencies or tracing agents to trace your whereabouts and recover any monies owed to Rentshield Direct.

Information may be sent to you and your nominated referees by email. This information will just be sufficient to identify you and it won’t be excessive; however you should be aware that information sent via electronic means can’t be guaranteed to be secure. The provisions of Section 17 of the Housing Act 1996 will apply to this application. If any information within this application is found to be untrue it will be grounds to terminate the tenancy agreement.

- I confirm that the information provided in this application form is true to the best of my knowledge, and I’m happy with the checks which Rentshield Direct will complete as detailed above. These results may be accessed again if I apply for a tenancy in the future.
- I’m happy for Rentshield Direct to contact my referees (*including those outside the EEA*), with personal information which has been provided in this form to allow them to verify the information about my income, dates of employment and previous tenancy term.

Signed	
Full Name	Date

Following the completion of your reference, Rentshield Direct or other Barbon companies may contact you by phone or post to let you know about additional services we can offer which may be of interest to you. These services could help protect your liability as a tenant as well as your personal contents. If you don’t want us to contact you, please tick this box [] we will never pass your details on to a third party unless we ask for your express permission. You can unsubscribe from our marketing lists at any time by emailing marketing@rentshielddirect.com

Rentshield Direct and other Barbon companies would like to contact you occasionally by email or SMS with exclusive offers, together with other information from selected third parties about products and services which could benefit you as a tenant. If you’re happy to receive such information, please tick this box []

Confidentiality note: The information contained within this application is being transmitted and is intended only for Rentshield Direct. If the reader of this message is not the intended recipient, you are hereby advised that any dissemination, distribution or copying of this application is strictly prohibited. If you receive this application in error please notify us immediately by calling 0845 070 2433