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Incorporating **Goudes** Lettings
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PROPERTY MANAGERS VALUERS & AUCTIONEERS

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.

NOTE: LETTINGS WILL NOT NORMALLY BE GRANTED TO TENANTS UNDER 21 YEARS OF AGE.

TITLE:	NAME:	DATE:
ADDRESS:		
.....		POSTCODE:
E-MAIL ADDRESS:		
CONTACT TEL NOs.:		D.O.B:
HOW WILL THE RENT BE FUNDED? From BENEFITS*: <input type="checkbox"/> OR SALARY: <input type="checkbox"/> (Please tick as appropriate)		
*NOTE: IF CLAIMING BENEFITS, A GUARANTOR WILL ALWAYS BE REQUIRED (SEE OVERLEAF)		
IF FUNDED FROM SALARY, PLEASE PROVIDE DETAILS OF YOUR ANNUAL INCOME:		£ <input style="width:100px;" type="text"/>
IF APPLYING JOINTLY, PROVIDE TOTAL JOINT INCOME – SEE REVERSE OF THIS FORM FOR FURTHER INFORMATION		
DO YOU HAVE A BANK ACCOUNT? YES <input type="checkbox"/> NO <input type="checkbox"/> IF REQUESTED, WILL YOU PAY RENT BY DIRECT DEBIT? YES <input type="checkbox"/> NO <input type="checkbox"/> (Many Landlords prefer rent to be paid by Direct Debit, and if you indicate this is acceptable, any Tenancy will be set up on the understanding that rent would be paid in this manner)		
DO YOU HAVE ANY PETS? YES <input type="checkbox"/> NO <input type="checkbox"/> DOG(S) <input type="checkbox"/> CAT(S) <input type="checkbox"/> OTHER <input type="checkbox"/>		
NO. OF CHILDREN UNDER 18: <input style="width:50px;" type="text"/> NO. OF ADDITIONAL OCCUPANTS OVER 18: <input style="width:50px;" type="text"/>		SMOKER? YES <input type="checkbox"/> NO <input type="checkbox"/> Please note: Smoking will not normally be permitted in any property
DO YOU OR ANY OF THE INTENDED OCCUPANTS HAVE ANY UNDISCHARGED COUNTY COURT JUDGEMENTS, BANKRUPTCY ORDERS OR INDIVIDUAL VOLUNTARY AGREEMENTS (IVAs)? YES <input type="checkbox"/> NO <input type="checkbox"/>		
<u>WE ARE UNLIKELY TO BE ABLE TO ACCEPT TENANTS WITH ANY OF THE ABOVE.</u>		

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:

Maximum rental amount £ per calendar month

Number of bedrooms District/Area

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.

SEE OVERLEAF FOR IMPORTANT ADDITIONAL INFORMATION REGARDING TENANCY DETAILS AND INCOME 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.**

(If your tenancy is backed by a Guarantor, the Guarantor's income must also exceed 36 times the monthly rent. Please speak to a member of staff for further information or to discuss acceptable forms of income).

- 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 and guarantors are unlikely to be accepted with undischarged County Court Judgements, Bankruptcy Orders, or Individual Voluntary Agreements (IVAs).
- 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.**

With Housing Benefit being paid in arrears, it is important that Tenants realise that, regardless of when they receive the benefit, the rent must be paid in full on the due date.

- 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. Regretfully, our viewing representative is not in a position to accept reservations and prospective tenants must bring their referencing fees in person into the Office in order to reserve a property. Payment cannot normally be made over the telephone. Reservations are usually accepted on a "first come, first served" basis, subject to the landlord's discretion.
- **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 £80.00, 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 per Tenant. Permitted Occupiers will pay a fee of £50.00
- Successful referencing is essential to the take up of the Tenancy. Assuming referencing is satisfactory, the Tenant will be asked to sign the Tenancy Agreement and pay a registration fee of £85 for a single Tenancy, or £120 for a Tenancy with two or more applicants.
- For further information, contact our Grimsby Office, or visit our website.

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

3rd June 2016