



Home From Home

Application for Tenancy (Students)

This form must be completed and signed before any application for tenancy can be formally considered. Applicants are reminded that in addition to the reference information requested herein, they **must** also provide proof of identification.

We charge a 'Reference Fee' of **£78 (inc. VAT)** per student and a holding deposit of **£100** to reserve the property. The reference fee is to cover the costs of processing your tenancy request and, therefore, is non-refundable; however, it will be reimbursed should the landlord or agent withdraw for any reason. The holding deposit will become part of your security deposit once your tenancy application is successful and you have moved into the property; it will be non-refundable should you withdraw your tenancy application.

If your application is successful you will be required to pay advance rent and a security deposit before the commencement of a tenancy. This deposit will be held by us as stakeholders. The deposit will not be returned until your tenancy is ended, and only then, provided the obligations of your tenancy have been met in full and the property is returned in a satisfactory condition. NB: Before the deposit is refunded we will also have to consult with the landlord.

Please complete all the details required below:

Property
Property you wish to apply for: _____
Rent:
Deposit:
Move in Date:
Length of Tenancy:

Additional Requirements

About You

Title:	Mr / Miss / Ms / Mrs	Other (please specify)
Forename:	Surname:	
Current Address:		
		Postcode:
Years at address:		
(If you have lived at this address for less than 3 years, please complete the 'Previous Addresses' section below).		
Home Tel:	UCS student number:	
Mobile:	Email:	
DOB:	NI No:	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>

Current Occupancy Status:

Owner Private Tenant
 Living with relatives Council Tenant

Current Marital Status:

Married Single
 Divorced

Previous Addresses	1	2	3
Address:			
Postcode:			
Years:			

References Please give as many references as possible

	Next of Kin	Current Landlord/Agent	Current Employer
Name:			
Address:			
Post Code:			
Tel No:			
Mobile No:			
Email:			

Car Details

Make:

Model:

Colour:

Registration:

Ownership of the car

Driving license
number**Bank**

Bank Name:

Account No:

Address:

Account Name:

Sort Code:

Postcode:

Telephone No:

If you are self-employed, please note that we will also require the name and address of your accountant.

Guarantor

Title: Mr / Miss / Ms / Mrs

Other (please specify)

Forename:

Surname:

Current Address:

Postcode:

Years at address:

(If you have lived at this address for less than 3 years, please complete the 'Previous Addresses' section below).

Home Tel:

Work Tel:

Mobile:

Email:

DOB:

NI No:

Tax Code:

Declaration. All applicants are advised to read the following very carefully before signing.

I/we hereby confirm that the information provided by me/us is, to the best of my/our knowledge, true and I/we have no objections to the information being verified by whatever means deemed necessary. I/we understand that the results of the findings will be forwarded to an appointed credit referencing agency and to the appointed agent and/or the landlord and may be accessed again should I/we apply for a tenancy agreement in the future. I/we agree that Home From Home or their agents, may search the files of a credit reference agency which will keep a record of that search. I/We also understand that no details of the search will be given to me/us by the letting agent, but that I/we may request the name and address of the credit reference agency to whom I/we may apply for a copy of any information provided. I/we also confirm that, in the event of my/our defaulting on the rental agreement, any such default may be recorded with the credit reference agency and may affect any future application for credit I/we make. I/We hereby authorise the above named bank or building society to respond to status enquiries made in respect of this application. I/we hereby acknowledge that the information, provided above, will be used to assess an application for tenancy. I/We agree to the information provided being stored on computer. I/we confirm that we are in a position to proceed with the tenancy should this application prove successful.

Signature: _____ Date:

--	--	--

Re: Tenancy Agreement References requested from Home From Home

Date: / /

I-----of-----

(Your name)

(Your current address)

(Your current address - continued)

hereby authorise you to release to Home From Home information relating to my employment, income or previous tenancies.

Please respond promptly to facilitate processing of my current application for rented accommodation. Thank you.

Yours faithfully,

(Sign & date here)

(Print name)

—