

Individual Application Form

Credit Profile Plus and Xpress Rent Guarantee

Agent Name Rentwell Ltd
Agent Number 1504799

Agent Tel. 01986 897109
Agent Fax. 01986 897109



This form can be used by letting agents who are vetting an applicant prior to the letting of a property. Sections 1 - 3 should be completed by the agent, all other sections should be completed by the applicant. Please complete this application form in **BLACK INK** using **BLOCK CAPITAL LETTERS**. Failure to complete this form in full will **severely** delay the processing of this application. Incomplete forms will be returned. If you have any questions when completing this form then please contact the HomeLet Referencing team on **0845 111 2222**.

Section 1

To be completed by the agent

Please select which product you require. Once selected, please check the sections to be completed and proceed to fill them out. **Please only select one product.**

Product Selection

Product		Sections	Product	6 Month Product	12 Month Product	Sections
Credit Profile Plus	<input type="checkbox"/>	Complete sections 1,2,4,5	Xpress	<input type="checkbox"/>	<input type="checkbox"/>	Complete sections 1,2,3,4,5

Section 2

To be completed by the agent

Please provide full address details of the property to be let including the address, share of rent, tenancy start date, and tenancy length. The information that you provide in this section is used in the reports that we will send to you, so it is important that the information is correct.

Property to Let Information

House/Flat number/name

Street name

City/Town

County

Postcode Is this a student property? Yes No

Total rent for the property £

Share of rent for this applicant £ Expected tenancy start date

Total number of tenants to be referenced for this property Duration of tenancy (months)

Section 3

To be completed by the agent

If you have selected an Xpress product please provide full details of the prospective landlord.

Prospective Landlord's Information

First name

Last name

House/Flat number/name

Street name

City/Town

County/Country

Postcode

Telephone (inc STD code)

Mobile phone

Email address

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Section 4

To be completed by the tenant

Please complete this form in full, ensuring all information is accurate. Inaccurate information could affect your credit rating and may adversely affect any future applications you make for credit.

Applicant Personal Information

Title (tick as appropriate) Mr Mrs Ms Miss Other

First Name

Middle Name

Last Name

Maiden Name / other names

Date of Birth

Telephone (inc STD Code)

Mobile Phone

Email Address

National Insurance Number

Residential Status

Which of the following best describes your current residential status? (Please select only ONE)

Private tenant Council tenant Living with friends/relatives Property owner

Employment Status

Which of the following best describes your current employment status? (Please select only ONE)

Employed Self employed Retired Independent means On contract
Student Unemployed

Total Gross Annual Income £

Will your employment change before your proposed tenancy starts? Yes No

Credit History

Do you have any adverse credit history whether settled or not? YES NO

Please note that failure to disclose information relating to any adverse credit history may result in your application being rejected. (Examples of adverse credit history are County Court Judgements, Bankruptcies, Court Decrees and Individual Voluntary Arrangements.)

Address History

Please note, you must have resided in the UK for the last 6 months

Your current address

House/Flat number/name

Street name

City/Town

Postcode

Country

Period at the address Years Months

Section 4 continues on the next page

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Agent Name **Rentwell Ltd**
Agent Number **1504799**

Agent Tel. **01986 897109**
Agent Fax. **01986 897109**

Section 4 continued

First previous address

Enter this information if you have lived at your current address for less than 3 years otherwise leave blank

House/Flat number/name

Street name

City/Town

Postcode

Country

Period at the address Years Months

Second previous address

Enter this information if you have lived at your current and first previous address for less than 3 years otherwise leave blank

House/Flat number/name

Street name

City/Town

Postcode

Country

Period at the address Years Months

Section 5

Please read the declaration and sign and date below. **WE CANNOT PROCEED WITH THIS APPLICATION IF YOU DO NOT COMPLETE THIS SECTION.**

To be completed by the tenant

Declaration

I hereby confirm that the information provided by me is to the best of my knowledge true. I consent to this information being verified by contacting the third parties detailed in this form. I understand that the results of the findings will be forwarded to the appointed letting agent and/or landlord and may be accessed again should I default on my rental payment or apply for a new tenancy agreement in the future. I agree that HomeLet or their approved agent may search the files of a Credit Reference Agency and IDS Ltd, the insurance industry's data collection agency, which will keep a record of that search. I confirm and agree that other information and checks that HomeLet and/or other companies within the same group undertake as part of this process, such as employment/income and/or previous landlord or personal checks may also be provided to Credit Reference Agencies. I understand that I may request the name and address of the Credit Reference Agency to whom I may then apply for a copy of the information provided.

I also understand that in the event of my defaulting on the rental payment, that any such default may be recorded with the Credit Referencing Agency and IDS Ltd, who may supply the information to other credit companies or insurers in the quest for the responsible granting of tenancies, insurance and credit.

I understand that HomeLet utilise the services of Credit Reference Agencies, and I consent to HomeLet checking details held within those agencies for Tenant Vetting, Fraud Prevention, Identity and Anti-Money Laundering and also for the purposes of collections and recoveries where applicable.

I understand that in the event of any default by me in respect of the covenants in my tenancy agreement with my landlord, the information contained herein may be disclosed to HomeLet and/or one or more tracing companies and/or debt collection agencies in order to recover any monies due or to trace my whereabouts. I understand that the information provided by me may be transferred to a country outside of the EU for the purposes only of processing this referencing application, notwithstanding such transfer, HomeLet will remain the Data Controller for the purposes of this application.

The information provided in this form by me is information as described in Ground 17 of the Housing Act 1996 and I understand that if any information within this application is found to be untrue, it is grounds for termination of the tenancy. I also understand that any default in the payment of rent may affect any future application for tenancies, credit or insurance and that the assessment of this application presumes that at some time during the tenancy agreement, I may be granted or allowed some form of deferred payment.

I hereby authorise my employer / accountant / pension administrator (delete as appropriate) to provide details of my earnings and dates of employment to HomeLet for the purposes described above.

Signed

Print name in full

Date

The details you provide will be held by HomeLet and the letting agent and may be used to keep you up to date on our products and services and those of Hanover Park Services Limited, Barbon Insurance Group and other organisations we believe will be of interest to you. If you prefer not to receive this information, please tick this box

HomeLet is a trading name of Barbon Insurance Group Limited and Hanover Park Services Limited. Barbon Insurance Group Limited is authorized and regulated by the Financial Services Authority. Registered in England number 3135797. Registered Office Address: 4-9 Highview, High Street, Bordon, Hampshire GU35 0AX. Hanover Park Services Limited is registered in England number 4194617. Registered office address 4-9 Highview, High Street, Bordon, Hampshire GU35 0AX.

Section 6

To be completed by the tenant

To help your letting agent prepare for your tenancy agreement, please complete the sections that are relevant to you.

Personal Details

Are you a smoker? Yes No Do you have any pets? Yes No

If 'Yes', please provide details

Details of any children who will be occupying the property. Please provide names and dates of birth
 (use an additional page if required):

Please provide the details of your next of kin below:

Name

Address

Postcode Telephone (inc STD code)

Relationship

Bank/ Building Society Details:

Name(s) of account holder(s)

Sort Code Account Number

Bank Name

Branch Address

Section 7

To be completed by the tenant

Please provide the details of your current employment and landlord if applicable.

Financial Details – Please tell us about your annual earnings by providing a financial referee.

Is this your: Employer Accountant Pension administrator

Company name

Address

Contact name

Telephone number Fax number

Email address

Your position/ job title

Is this position Permanent Contract Start date

Current Landlord Details – Please provide the details of your current landlord/letting agent.

Private landlord Letting agent Employer University Council

Company/contact name

Address

Telephone (day) (evening)

Fax number

Email address