

1: Personal Details

Applicant 1		Applicant 2 (leave blank if sole applicant)	
Title:	First Name:	Title	First Name:
Middle Name(s):	Surname Name:	Middle Name(s):	Surname Name:
Any Previous Name(s):		Any Previous Name(s):	
Home Phone:		Home Phone: (if different)	
Mobile Phone:		Mobile Phone:	
Work Phone:		Work Phone:	
E-mail address:		E-mail address:	
Date of Birth:		Date of Birth:	
National Insurance Number:		National Insurance Number:	
Current address:			
Post Code:			
Date moved in:		Reason for leaving:	
Homeowner <input type="checkbox"/> Private Tenant <input type="checkbox"/> Living with Parents <input type="checkbox"/> Social Housing Tenant <input type="checkbox"/>			

2. Previous Address History (please provide the last three years history)

Address	Start Date	End Date	Reason for leaving
1.			
2.			
3.			
4.			
5.			

3. Status

(Please tick as appropriate)
 Married Divorced Widowed Civil Partnership Co-habiting Single

Does any household member smoke?	Any children living in the household YES/NO How many?
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Any pets?
 Details:

Disability – do you or any member of the household have a disability?
 Details:

Have you ever been evicted from a property?
 Details:

Do you have any of the following:

- County Court Judgments
- Court Decrees
- Bankruptcy Order,
- Administration Orders
- Individual Voluntary Arrangements
- Debt Management
- Plans or any other adverse credit history whether settled or not?

If YES, to any of the above please detail on a separate sheet. (Please note that failure to disclose information relating to adverse credit history or convictions and evictions may result in your application being declined).

Do you have any past convictions – YES/NO
Details (what was the charge, date and is this conviction spent)

Do you have any current convictions and /or court cases YES/NO

If YES, to any of the above please detail on a separate sheet. (Please note that failure to disclose information relating to adverse credit history or convictions and evictions may result in your application being declined)

4. Employment

Current Status: (tick box)

- Employed
- Self-Employed
- Un-employed
- Retired
- Student
- Other

5. Benefits

Are you currently in receipt of housing benefits? YES/NO

Are you in receipt of Universal Credit? YES/NO

6. If working

Company/Organization details (full postal address)

Contact Name (for verification):

Contact Tel No.:

Contact e-mail:

Position Held:

Start Date:

Is this position permanent?

7. Accommodation Requirements

Type preferred:

- Shared Property YES/NO
- 1/2/3/4 Bed property (floor level)

Details:

Household members who will be living with you:

Name	DOB	Relationship to you

N.B. Accommodation is limited and there will usually be several people interested in each property.

8. Landlord Reference (current)	Character Reference (must not be a family member or relative)
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<p>Full Name:</p> <p>Address</p> <p>Post Code:</p> <p>E-mail address:</p> <p>Telephone:</p>	<p>Full Name:</p> <p>Address</p> <p>Post Code:</p> <p>E-mail address:</p> <p>Telephone:</p> <p>Occupation:</p>
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9. Next of Kin / Emergency Contact (*permission must be obtained*)

Full Name:

Address:

Post Code:

Relationship to you:

Preferred Contact Details

10. Fees (*Fair Lets does not charge any administration fees*)**Tenancy Deposit:**

Equivalent to one month's rent +£100; or one month's rent + £50 for a room in a shared property.

(All deposits are secured with a Deposit Protection Scheme)

Fair Lets will consider a Bond from other agencies in support of the above.

Are you able to pay? YES/NO

How do you intend paying?

Details:

Rent In Advance:

One month's rent in advance is required.

- How do you intend paying this?

11. Preferred Contact Method

Please select your preferred method of contact. (tick all that apply).

Text	<input type="checkbox"/>
Email	<input type="checkbox"/>
Post	<input type="checkbox"/>

If any of the contact details you have provided change it is IMPORTANT you tell us immediately to avoid missing out on any available suitable accommodation.

12. Support

Are you currently receiving any support by a housing or support service? YES/NO

Name of organisation / service:

Name & Position of Support Worker:

Contact details:

**I give my permission for Fair Lets to contact my service provider if necessary:
YES/NO**

DECLARATION

I/We declare the information provided is accurate and true.

Signature (Applicant 1): _____ Date: _____

Signature (Applicant 2): _____ Date: _____

I/We give consent for Fair Lets to verify the information provided. I/We also understand as part of the verification process Fair Lets will carry out referencing checks and Right to Rent Checks.

I/We understand personal information will be passed to the landlord of any property I apply for.

I/We understand a request can be made to Fair Lets to see any of my/our personal information (The Right of Access) and in accordance with the Fair Lets (St Petrock's Exeter Ltd) Privacy Policy.

Any request should be sent to Fair Lets (St Petrock's), The Mount, 72 Paris Street, Exeter EX1 2JY.

Signature Applicant 1: _____ **Date**

Signature Applicant 2: _____ **Date**

Additional Information:

I/We consent to my data being provided to third parties as required including utility companies, Exeter City Council, The Deposit Protection Service, and the Department of Works and Pensions (DWP).

I understand that the information being supplied by me will be held in accordance with the General Data Protection Regulations 2018 and that I have a right to request a copy of that information.

Signature Applicant 1 _____ **Date:**

Signature Applicant 2: _____ **Date**