

RESIDENTIAL LETTINGS APPLICATION FORM

- 16 Main Street, Newcastle, Co. Down BT33 0AD
- Tel: (028) 4372 3408 Fax: (028) 4372 4936
- Email: mail@lindsaygraham.co.uk

Applicant(s)**Full name(s) of proposed tenants:**

An applicant is any person aged 18 years or over who will occupy the property

Applicant 1: _____**Applicant 2:** _____**Address and telephone numbers of all Applicants:****Applicant 1 Address:**

Telephone: _____

Applicant 2 Address:

Telephone: _____

Applicant(s) Occupation: _____

Ages of Applicant(s) (if under 25): _____

Employer(s): _____

Address of
Employer(s): _____Period of
Employment: _____

No. of Occupants: _____ (if children state ages): _____

Pets (Yes/No): _____ Does any in the household smoke: _____

To whom do you currently pay your rent/mortgage: _____

Please advise length of tenancy you require: _____

Prospective Guarantor Details:

Full Name: _____

Address: _____

Telephone: _____ Relationship to Applicant (if any): _____

Occupation: _____ Employer: _____

Address of Employer: _____

All prospective Guarantors must be homeowners.

PLEASE NOTE:

- The Agents do not guarantee to an applicant that this application, when completed and returned, will ensure them a tenancy of any property, but it is advisable to complete this form as fully as possible, and return to the Agents as soon as possible.
- Applicants must be in full-time employment or in receipt of Housing Benefit. Evidence of benefits will be required.
- References will be required for all Applicants, and should be returned with this Application.
- The monthly rent will be advised at the application stage. All rents quoted are per calendar month and are payable on a specific day in each month by Standing Order (after the first months rent which is payable to the Agents at the commencement of the tenancy).
- The deposit of one month's rent will be required from you on the signed of the Tenancy Agreement. The procedure for the return of deposit at the end of the tenancy is explained in the Tenancy Agreement, in accordance with the Tenancy Deposit Scheme.
- The tenant's deposit will be held by us under the Tenancy Deposit Scheme Northern Ireland Insurance Scheme. Further details are available at www.tdsnorthernireland.com.
- The Tenancy Agreement will set out the obligations of both the Landlord and the Tenancy during the tenancy.
- You will be responsible for informing all utility companies (electricity, gas etc.) at the commencement of the tenancy, and arranging final readings at the end of the tenancy.
- The Landlord holds the final decision of Tenancy.
- The successful applicant, and their guarantor, will be required to sign the tenancy agreement at the Agent's office. Possession of the premises will not be given until both parties have signed the tenancy agreement.

Signed by the Applicants:

Date:

Signed by the Guarantor

Date:
