

Application Form for Occupation Contract

Details of contract-holder

(please use a separate application form for each contract-holder if more than one)

Title	Mr/Mrs/Ms/Miss/Dr/R		
Name	<< >>		
Address (incl. postcode)	<< >>		Length of time at this address: << >> years << >> months (If the individual has lived at this address for less than 3 years, please give previous address details on the final page)
Telephone	<< >>		
Email	<< >>		
Willing to accept service by e-mail of notices and other documents relating to the occupation contract?	Yes/ *delete		
Date of Birth	<<		
Nationality	<<		
Original passport or other immigration document provided	<<li	passport no.>>	Copy taken: << >> (agent to tick)
National Insurance Number	<<		
Name and address verified	<<		
Employer's name (if employed)	<<		
Occupation/job title	<<		
Employer's address (incl. postcode)	<<Ad <<Ad <<Po		

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Accountant's name (if self-employed)		
Accountant's address (incl. postcode)		
Accountant's telephone		
Name of bank		
Address of bank (incl. postcode)		
Sort Code	<< >>	Account No. << >>

<u>Controlling officer (or managing agent) details</u>	
Name	<< >>
Address (incl. postcode)	<<Add >> <<Add >> <<Pos >>
Telephone No.	<< >>

<u>Banker's bank details</u>	
Name of bank	<< >>
Address of bank (incl. postcode)	<<Add >> <<Add >> <<Pos >>
Sort Code	<< >>
Account No. << >>	

<u>Businesses over the past six years</u>	
Name:	<< >>
From	<< >>
To	<< >>

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Address (incl. postcode)	<<Ad <<Ad <<Po
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A

Name:	<< >>
From	<<
Address (incl. postcode)	<<Ad <<Ad <<Po

To	<< >>

M

Name:	<<
From	<<
Address (incl. postcode)	<<Ad <<Ad <<Po

To	<< >>

P

Name:	<< >>
From	<<
Address (incl. postcode)	<<Ad <<Ad <<Po

To	<< >>

☐ I believe the information provided by the landlord is correct and I understand that <<name of agency>> will contact landlords, employers, banks, accountants, guarantors, referees or (as the case may be) other agencies to assess my suitability as a contract-holder

to be correct and I authorise <<name of agency>> on my behalf to carry out, credit searches and reference checks. I authorise <<name of agency>> to contact landlords, employers, banks, accountants, guarantors, referees or (as the case may be) other agencies to assess my suitability as a contract-holder

☐ I authorise my referees and my bank, my employer, my accountant, any guarantors or other agencies to provide information about me, my record as a contract-holder, my financial situation as appropriate for <<name of agency>> on behalf of the landlord's purposes

and, my employer, my accountant, any guarantors or other agencies to provide information about me, my record as a contract-holder, my financial situation as appropriate for <<name of agency>> on behalf of the landlord's purposes

☐ I consent to a credit check being carried out against me.

to be carried out against me.

☐ I consent to receive information from <<name of agency>> in relation to the Private Rented Sector – A Guide for Tenants', regulation 3(2) of The Renting Homes (Fees etc.) (Wales) Regulations 2019 (if a holding deposit is to be taken)

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collected)], the energy performance certificate (EPC), the Electrical Condition Report (ECR), the Electrical Installation Condition Report (EICR), Gas Safety Certificate and any other documentation relating to the property, to be provided to the tenant via the email address on page 1 of this form.

☐ I acknowledge and agree to the terms and conditions of the Standard Occupation Contract and the Notice for Contract-holders, Residents and Guarantors.

Signed: _____

Proposed Co-tenant

Signed: _____

Proposed guarantor

the energy performance certificate (EPC), the Electrical Condition Report (ECR), the Electrical Installation Condition Report (EICR), Gas Safety Certificate and any other documentation relating to the property, to be provided to the tenant via the email address on page 1 of this form.

Notice for Contract-holders, Residents and Guarantors.