

# Application for Accommodation in England and Wales

Please complete using BLOCK CAPITALS throughout

## 1. Prospective Landlord's Details

Landlord's full name: Mr/Mrs/Miss/Ms \_\_\_\_\_

NLA Membership No: \_\_\_\_\_

Telephone Daytime: \_\_\_\_\_

Email: \_\_\_\_\_

## 2. Applicant's Personal Details

Full name: Mr/Mrs/Miss/Ms \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Place of Birth: \_\_\_\_\_

Telephone Daytime: \_\_\_\_\_

Mobile No: \_\_\_\_\_

Email: \_\_\_\_\_

Have you ever been known by any other name? Yes  No

If yes, please provide details and dates:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## 3. Bank Details

Name of Bank (or Building Society): \_\_\_\_\_

Address Branch: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ Postcode: \_\_\_\_\_

Sort Code: \_\_\_\_\_ Account No: \_\_\_\_\_

*Continued overleaf*

**4. Addresses** *(Please supply your address(es) for the last 3 years starting with your current address. Continue on a separate sheet if necessary)*

Current Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ Postcode: \_\_\_\_\_

Lived there from/to: \_\_\_\_\_

Landlord's Name: \_\_\_\_\_

Landlords Tel. No: \_\_\_\_\_ Landlord's Fax: \_\_\_\_\_

Landlord's email: \_\_\_\_\_

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Previous Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ Postcode: \_\_\_\_\_

Lived there from/to: \_\_\_\_\_

Landlord's Name: \_\_\_\_\_

Landlords Tel. No: \_\_\_\_\_ Landlord's Fax: \_\_\_\_\_

Landlord's email: \_\_\_\_\_

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**5. Contacts**

Next of Kin: *(or person to be contacted in the event of an emergency)* \_\_\_\_\_

Relationship: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_ Postcode: \_\_\_\_\_

Telephone Daytime: \_\_\_\_\_ Telephone Evening: \_\_\_\_\_

Doctor's Name: \_\_\_\_\_

Doctor's Address: \_\_\_\_\_  
\_\_\_\_\_ Postcode: \_\_\_\_\_

Doctor's Tel. No: \_\_\_\_\_

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**6. Car and Identification Details**

Car Make/Model: \_\_\_\_\_ Car Registration No: \_\_\_\_\_

Driving Licence No: \_\_\_\_\_

Other identification: *(e.g. photocopy of passport page with photograph and number or old utility bills etc.)*  
\_\_\_\_\_  
\_\_\_\_\_

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**7. Passport details**

Passport Number: \_\_\_\_\_ Date of Issue: \_\_\_\_\_

Place of issue: \_\_\_\_\_

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**8. Employment**

Name of employer: *(or last employer)* \_\_\_\_\_

Address of employer: *(or last employer)* \_\_\_\_\_

\_\_\_\_\_

Postcode: \_\_\_\_\_

Your job/title or description: \_\_\_\_\_

Name of your work supervisor: \_\_\_\_\_

Telephone No: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

Dates of Employment: From \_\_\_\_\_ to \_\_\_\_\_

Present Salary: \_\_\_\_\_ Per week/month/year

Are your employment circumstances likely to change in the period of the tenancy/the next year?  
*(whichever is shorter)* If so, how?

\_\_\_\_\_

\_\_\_\_\_

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**9. Housing Benefit / Local Housing Allowance**

Are you claiming Housing Benefit / Local Housing Allowance? *(Delete as applicable)* Yes  No

If yes, please provide: Date of last claim: \_\_\_\_\_

Name of Local Authority: \_\_\_\_\_

If no, but you do intend to, what forms of identification verification do you intend to produce?

\_\_\_\_\_

\_\_\_\_\_

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**10. Other**

Do you have any pets? Yes  No  If yes, please detail

\_\_\_\_\_

Do any of the proposed occupants smoke? Yes  No

\_\_\_\_\_

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## 11. Applicant's Consent

I hereby expressly consent to my personal details including any forwarding address at the termination of any tenancy being passed to the landlord and/or to the utility company and/or to the local authority. **I understand that other than for reasons outlined above, all information will be treated as confidential.**

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

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## 12. Declaration

- 11.1. I am applying for a tenancy on the basis that the property or accommodation will be my main or only home.
- 11.2. I give permission for enquiries to be made based on the information I have provided to establish my status.
- 11.3. I also certify that I do not
- have any County Court Judgements against me
  - owe money to any Housing Benefit Department or any Local Authority
  - owe monies or dilapidation monies to any previous Landlord
  - have substance or alcohol abuse problems.

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

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**IF YOU KNOWINGLY SUPPLY FALSE INFORMATION IT MAY BE USED BY THE LANDLORD TO SEEK POSSESSION OF THE PROPERTY UNDER GROUND 17 OF SECTION 8 OF THE HOUSING ACT 1988 (AS AMENDED BY SECTION 102 OF THE HOUSING ACT 1996).**

The information on this form is for the sole use of the landlord only for the purposes of letting. No information contained therein will be divulged to any third party, unless the Tenant defaults.