

CHAPPLINS INITIAL APPLICATION FOR TENANCY

I/We confirm that the information given on this application for tenancy is correct and no statements are false. Chapplins Estate Agents have received a **HOLDING DEPOSIT equal to 1 weeks rent. Holding Deposit = Rent x 12 months / 52 weeks = _____** (Rounded down to nearest pound)

REFUND OF HOLDING DEPOSITS – CONDITIONS

The Holding Deposit is refundable in the following circumstances:

- The landlord and tenant enter into a tenancy agreement.
- The landlord decides before the deadline for agreement not to enter into a tenancy agreement.
- The landlord and the tenant fail to enter into a tenancy agreement before the Deadline for Agreement.

If one of the above applies, the Holding Deposit will be refunded within seven calendar days of the date of that decision or the Deadline for Agreement.

MOVE IN FEES REQUIRED

- i. One Month's Rent
- ii. Security Deposit of **5 weeks rent. (Deposit = (Rent x 12 months / 52 weeks) x 5**
= _____

This amount must be paid in cleared funds and the balance is due on the day of move in and can be paid by banker's draft, building society cheque or bank transfer (3 working days prior). Unfortunately, we are unable to accept cash.

DRAFT AGREEMENT

A draft version of the tenancy agreement can be found at www.chapplins.co.uk Please read this prior to the day of move in.

LEAD TENANT

The lead tenant (in the case of multiple applicants) is the tenant that you authorise to liaise with the tenancy deposit scheme and ourselves about the return of the deposit at the end of the tenancy. You understand that this person can make decisions on your behalf.

ID REQUIRED & RIGHT TO RENT CHECKS

We are now required by law to carry out a Right to Rent check on every occupant of the property over the age of 18 years on the tenancy start date. We will need to see you in our office along with your original Passport or Visa showing that you are a citizen of the EEA (European Economic Area) inc Switzerland or relevant Passport/Visa showing that you have a time limited stay in the UK. We will also need a recent utility or mobile phone bill showing your current address and three months bank statements.

DATA PROTECTION

We are required to seek your consent to communicate with you by electronic means, telephone, post and securely hold your data Please sign below with your consent.

Name.....Signed.....

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Property: Rent: £..... pcm

Available to move in from:

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Lead tenant:

Title: Full Name:

Date of birth..... Gross salary £

Employed Self Employed Number of years filed tax returns (if self employed)

Current Address:

Contact number: Email:

Have you rented in the past 3 years Yes No

Any adverse credit in the last six years Yes No

Second tenant:

Title: Full Name:

Date of birth..... Gross salary £

Employed Self Employed Number of years filed tax returns (if self employed).....

Current Address:

Contact number: Email:

Have you rented in the past 3 years: Yes No

Any adverse credit in the last six years: Yes No

Other:

Bank name: Branch:..... Account number:

Sort Code: Name on the account:

Do you have pets? Yes No Type: Quantity:

Do you smoke? Yes No Do you have children? Yes No How many:

DECLARATION

I/We confirm that the property will be for my/our residence only. I/We give consent to Chapplins contacting my/our bank for a financial reference if required and for Chapplins to carry out credit and money laundering checks on me/us. I/We understand that I/we will be required to provide evidence that I/we have in place or take out with Chapplins, contents cover that extends to £2500 of accidental damage to the Landlord's fixtures and fittings prior to taking occupation of the property. Chapplins work in partnership with Let Alliance who will provide you with a no obligation quote for tenant liability insurance upon completion of your reference application. Alternatively, you can provide Chapplins with a copy of your current policy details prior to your move in.

I/We understand that the property is as seen unless work/alterations have been agreed in writing prior to signing this document.

Tenant Shop Limited acts on our behalf to notify the local council, water supplier(s) and energy provider(s) in line with your tenancy start date and secondly to supply notifications to the local council, water supplier(s) and energy providers(s) from the date that you vacate the property.

Tenant Shop limited will only use your information for the purpose of council and utility registration, closing of council and utility accounts and Energy/Media comparisons upon your arrival.

Call Centre comparisons are completely optional for you (the tenant) and you can opt out at any time.

Tenant Shop Limited is fully compliant with the data protection act 1998 and a registered member of the Information Commissioners Office with registration number Z305733X

Signed Tenant Signed Tenant

Signed Agent

Date: