

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 an application and set up fee of £_____ (inc VAT), subject to contract.

REFUND OF FEES – CONDITIONS

The application and set up fee is refundable in the following circumstances:

IN FULL

If the offer is not accepted by the Landlord or the Landlord withdraws the property.

IN PART

- a) If, within 48 hours, you withdraw your offer, less an admin fee of up to £120 (inc VAT).
- b) Where you provided false or misleading referencing information and the landlord is unable to let the property by the proposed move in date, a charge will be levied to cover all the Landlord's and Agent's costs, up to a maximum of the application and set up fee paid.

MOVE IN FEES REQUIRED

- i. One Month's Rent
- ii. Security Deposit equal to one month's rent plus £200

This amount must be paid in cleared funds.

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.

ADDITIONAL TENANCY COSTS

I/We will have to pay £72 (inc VAT) towards the cost of a tenancy renewal.

I/We will have to pay £108 (inc VAT) towards the cost of the check-out at the end of the tenancy and this will be deducted from my security deposit.

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.

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PROPOSED TENANCY DETAILS

Property _____ Rent: £ _____

Lead tenant:

Title _____ Full name _____ Date of birth _____

Current address _____

Postcode _____ Contact number _____ Gross salary £ _____

Email address _____ 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 _____

Address _____

Postcode _____ Contact number _____ Gross salary £ _____

Email address _____ Have you rented in the past 3 years YES/NO
Any adverse credit in the last six years YES/NO

Proposed move in date _____ (do not arrange anything with confirmation)

Bank name _____ City _____ Account number _____

Name on account _____

Do you have pets? _____ Do you smoke? _____ Do you have children? _____

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

Signed _____ Tenant Signed _____ Tenant

Signed _____ Agent

Date _____

Chapplins contact name _____ Email: _____