

Please return your completed application form to:

Larards Lets 24 Hull Road, Hessle, HU13 0AH or applications@larardslets.co.uk

1. Which Property Are You Applying For?

Address	
Rent	
Security Deposit	
Tenancy Term	
Earliest Commencement Date	

2. Personal Details

Title	
Full Name	
Date of Birth	
Nationality	
National Insurance Number	
Share Code (if applicable)	
Contact Telephone Number	
Email Address	

3. Residential Status

Current Address	
Time Spent At This Address	
Reason For Leaving	
Status (Tenant / Homeowner / Family etc)	

4. Employment Details

Employment Status	
Employer	
Employers Address and Post Code	
Time Spent in Employment	
Job Title	
Is this Position Permanent or Temporary?	
Annual Salary	

5. Self-Employment Details

Name of Business	
Nature of Business	
Registered Address and Postcode	
Annual Earnings	
Accountants Name & Address	
Accountants Contact Telephone Number	
Accountants Email Address	

6. Additional Income

Please provide details of any additional income

7. Other Occupiers (under the age of 18 years)

Name	Date of Birth	Relationship to Applicant

8. Additional Information

Will the property you are applying for be your only or principal home?	
Do you have the right to rent in the UK?	
DO you have permission to work in the UK?	
Do you have Diplomatic Immunity?	
Are you on the Violent and Sex Offenders Register?	
Do you intend on Smoking?	
Have you been convicted of a criminal offence which is not "spent" under the rehabilitation of Offenders Act 1974 or the equivalent in another jurisdiction (motoring excluded unless it resulted in a custodial sentence)?	
If yes, please give details:	
Have you ever had notice served for not fulfilling any obligation of a tenancy agreement?	
If yes, please give details:	
Have you ever been in rent arrears?	
If yes, please give details:	
Do you have any County Court Judgements, Court Decrees, Bankruptcy, Administration Orders, Individual Voluntary Arrangements or any other adverse credit history whether settled or not?	
If yes, please give details:	
Do you have any Pets?	
If yes, please give details:	
Have you ever rented from Larards Lets?	

Proof of Identification and the Rent to Rent in the UK will be required.

All Occupiers 18+ years

A current UK or EU passport or National Identity Card
 A Birth / Adoption certificate issued in the UK or EU
 A current UK driving license or documentation supplied via the Home Office which states a right to live in the U.K indefinitely or on a time limited basis, along with current photographic I.D
 A utility bill, bank statement, HMRC letter or council tax demand issued (and dated) within the last three months.

All Occupiers under 18 years

A passport, National Identity Card or Birth Certificate
 If you have any questions regarding documents which you will need to supply or would like further information on what is acceptable I.D, please contact the office on 01482 653333.

Applicants Consent

I confirm that the information provided on this application form is accurate and true.

I authorise Larards Property Management Ltd trading as Larards Lets to conduct a credit search and to make any employer, financial or other enquiries necessary to assess my suitability in connection with this tenancy.

Name:

Signed:

Date:

The details supplied by the applicant may be checked against those held on a credit reference agency database for the purposes of pre-tenancy selection. A record is kept of this search. The outcome of the search will not affect your ability to obtain credit or other services in any way.

This is not an offer of a tenancy and in the event of the applicant being granted a tenancy, information supplied by the applicant will be retained by Larards Lets for the duration of the tenancy and may be used in connection with the tenancy.

Information is processed in confidence and within statutory guidelines.

Data Protection

1. Personal data shall be processed fairly and lawfully.
2. Personal data shall be obtained only for one or more specified and lawful purposes, and shall not be further processed in any manner incompatible with that purpose or those purposes.
3. Personal data shall be adequate, relevant and not excessive in relation to the purpose or purposes for which they are processed.
4. Personal data shall be accurate and, where necessary, kept up to date.
5. Personal data processed for any purpose or purposes shall not be kept for longer than is necessary for that purpose or those purposes.
6. Personal data shall be processed in accordance with the rights of data subjects under this Act.
7. Appropriate technical and organisational measures shall be taken against unauthorised or unlawful processing of personal data and against accidental loss or destruction of, or damage to, personal data.
8. Larards Lets Property Management Ltd will process personal data in accordance with the provisions of the General Data Protection Regulation ((EU) 2016/679) ("GDPR") and any national implementing laws, regulations and secondary legislation for so long as the GDPR is effective in the UK, and any successor legislation to the Data Protection Act 1998 and the GDPR, in particular the Data Protection Bill 2017-2019 once it becomes law. Full details of the purposes for which Larards Lets Property Management Ltd process personal data are described in our separate privacy notice which is available on request from the Agent or available to view on www.larardslets.co.uk.