



Fax:

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Instant Plus - Full Reference

Please return this form to your letting agent.

AGENCY DETAILS (Agent to complete)

* Mandatory

Agency Name: *

Postcode/ID: *

Postcode

/

ID

1. PRODUCT (Agent to select 1 product)

* Mandatory

Instant Plus Reference Only *

Date of Application: *

dd/mm/yyyy

Instant Plus Inc Rent Guarantee 6 months Nil Excess *

Instant Plus Inc Rent Guarantee 6 months One Excess *

Instant Plus Inc Rent Guarantee 12 months Nil Excess *

Instant Plus Inc Rent Guarantee 12 months One Excess *

2. PROPERTY DETAILS - PROPERTY TO BE RENTED (Agent to complete)

* Mandatory

House Number/Name: *

Proposed tenancy start date: *

dd/mm/yyyy

Address: *

Tenancy period in months: *

Total rent per month: *

Town: *

Applicant's share of rent: *

County: *

Number of tenants: *

Postcode: *

3. TENANT'S PERSONAL DETAILS (Applicant to complete)

* Mandatory

Title: *

First Name: *

Middle Name:

Surname: *

If your name has been changed within the last 12 months please enter your previous full name below.

First Name:

Surname:

Date of Birth: *

dd/mm/yyyy

NI Number:

Telephone number: *

Mobile number: *

Email address: *

Marital status:

Number of dependents under the age of 18: *

Do you smoke?: *

Yes

No

Do you have any pets?: *

Yes

No

If Yes, type of pet:

Have you had any county court judgements or rent arrears within the last 10 years?: *

Yes

No

If yes, please give the following reasons:

Number of CCJs: *

Claimant: *

Amount: *

Date: *

dd/mm/yyyy

Reason: *

If more than one CCJ you are required to complete a separate sheet with full details for each CCJ.

4. CURRENT ADDRESS (1 YEAR OF ADDRESS DETAILS IS MANDATORY)

* Mandatory

Abode number (ex. Flat 22):	<input type="text"/>
House number/Building number (ex. 24 or 189): *	<input type="text"/>
House name/Building name (ex. Farm Cottage):	<input type="text"/>
Street 1: *	<input type="text"/>
Street 2:	<input type="text"/>
Town: *	<input type="text"/>
County:	<input type="text"/>
Postcode: *	<input type="text"/>
Time at this address: *	Years <input type="text"/> Months <input type="text"/>

5. EMPLOYMENT STATUS

* Mandatory

If Unemployed

Benefits received: *	<input type="text"/>
Annual amount:	<input type="text"/>
Pensions received:	<input type="text"/>
Annual amount: *	<input type="text"/>

If Student

Name of University: *	<input type="text"/>
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If Retired

Gross annual income from all sources: *	<input type="text"/>
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If on Housing Benefit

Name of Local Authority: *	<input type="text"/>
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Has housing benefit been granted: *	Yes <input type="checkbox"/>	No <input type="checkbox"/>
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If yes, amount monthly:	<input type="text"/>
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If no, when will it be granted?:	<input type="text"/>
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Who is the benefit paid directly to, Tenant or Agent?:	<input type="text"/>
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Employment Details: *	Employed <input type="checkbox"/>	Self-employed <input type="checkbox"/>
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Name of Employer/Accountant: *	<input type="text"/>
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Address 1: *	<input type="text"/>
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Address 2:	<input type="text"/>
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Town: *	<input type="text"/>
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County:	<input type="text"/>
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Postcode: *	<input type="text"/>
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Contact name: *	<input type="text"/>
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Telephone number: *	<input type="text"/>
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Mobile number:	<input type="text"/>
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Email address: *	<input type="text"/>
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Position:	<input type="text"/>
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Gross salary/Gross profit per annum: *	<input type="text"/>
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Time with employer: *	Years <input type="text"/> Months <input type="text"/>
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If employment is less than 1 year, then you are required to fill a separate sheet with your full employment history covering the past 12 months.

6. CURRENT LANDLORD/LETTING AGENT (Applicant to complete)

* Mandatory

Residence type: *

Owner

Tenant

Living with parents / Family

Living with friend / Partner

If residence type is tenant

Period of residence: *

Name of Landlord/Agent: *

Years

Address: *

Months

Contact name: *

Town: *

Mobile number:

County:

Telephone number: *

Postcode: *

Email address: *

7. BANK DETAILS

* Mandatory

Bank Name: *

Name of Account: *

Account number: *

Sort code: *

Time with bank: *

Years

Months

8. ADDITIONAL INFORMATION/ADDRESSES (Which may assist in the completion of this reference)**9. IDENTIFICATION & AUTHORISATION (Applicant to complete)**

* Mandatory

Identification type (Passport no., Driving license no. Utility bill) : *

Identification number : *

(if Utility bill, give account no. with issuer, e.g. BT)

I confirm the details contained within this application are true and accurate. I provide full authority and agree to the following - 1. The details contained within this application can be checked against details held with credit reference agencies for the purpose of pre-tenancy check and acceptance as a future Tenant. 2. The results of my Tenancy Reference can be provided to the Landlord of any property I wish to rent. 3. Rent4sure Ltd can contact my employer, landlord and / or previous letting agents (where applicable) as part of the Tenant Referencing process. 4. Rent4sure, or their partner companies, may contact the applicant to offer other products and services, such as Tenants Contents Insurance. 5. The results of my Tenancy Reference, and all records associated with the reference, will be kept securely and for the intended use only; all information and personal data is held and used within the Data Protection Act 1998.

Applicant Name: _____ Applicant Signature: _____ Date: _____