

# fraser lake ltd

## Property Management

Registered office 304 Old Durham Road, Gateshead, NE8 4BQ

Company no. 5385971 vat registration no:880 6588 81

Telephone: + 44 (0) 191 478 3456 Facsimile: + 44 (0) 191 420 3456

E-mail info@fraserlake.co.uk

www.fraserlake.co.uk

### **INDIVIDUALS APPLICATION FOR TENANCY**

IN ORDER THAT THIS FORM MAY BE PROCESSED QUICKLY, PLEASE ENSURE THAT IT IS COMPLETED IN FULL

Re: (Property address).....

Rent £.....Per..... Tenancy Term.....months (MINIMUM 6 MONTHS)

Applicants full name -Mr/Mrs/Miss/Ms.....

Date of birth..... Pets (please specify).....Smoker Y/N .....

Current address.....

Postcode..... Telephone number..... Period at address .....

Mobile number .....

Marital status..... Email.....

Mortgage [ ] Owner [ ] Council tenant [ ] Private tenant [ ] Living with parents [ ]

Reason for departure .....

Have you any adverse credit history? (yes/no)..... If yes please provide details on a separate sheet

Do you have or have you had any rental arrears in the past 5 years? (yes/no) .....

If yes how much £.....

#### Estate Agent/Solicitor/Managing Agent/Landlord Regarding Current Property

Name.....

Address.....

Daytime telephone no.....Evening telephone no.....

Where have you been living during the past three years? Please provide previous addresses and dates of occupation, attaching a separate sheet if necessary

Address .....

Period at address.....

Are you:- Employed [ ] Self Employed [ ] Retired [ ] Unemployed [ ] Student [ ]

Where did you here about Fraser Lake/the property.....

**P.T.O.**

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### Current Employment/Pension Details

National Insurance No.....

Company Name .....

Address.....

Postcode..... Telephone No.....

Position held..... Gross Salary per annum £.....

Commencement Date..... Payroll/Service/Pension No .....

### Details of Accountant/Auditor (if applicable)

Please authorise your accountant/auditor to provide a reference.

Practise Name..... Contact Name.....

Address.....

..... Telephone No .....

### Where have you been working during the past three years? Please provide details of previous employers, along with commencement and departure dates, attaching a separate sheet if necessary.

Company Name .....

Address.....

Postcode..... Telephone No.....

Commencement Date..... Departure Date .....

### Bank/Building Society Details (Current Account only)

Banking Organisation.....

Address.....

Account Name..... Telephone No.....

Account Number..... Sort Code .....

### Personal Reference

Name .....

Address.....

Telephone Number..... Relationship .....

### Next of Kin (excluding Spouse)

Name .....

Address.....

Telephone Number..... Relationship .....

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**Please list the names of prospective tenants over 18 years of age to reside at the address:**

.....

DATA PROTECTION ACT: In considering your application we will search your record at a credit reference agency. They will add to your record details of our search and your application and this will be seen by other organisations that make searches.

Information provided by you on this form may be verified and held by investigators in its computer records. I also hereby authorise the above named Bank or Building Society to respond to status enquiries made in respect of this application. Any reports obtained/complied by investigators may be passed on to prospective Managing Agents and the Landlord if necessary.

**I authorise referees to supply all relevant information requested by Fraser Lake.**

**This form is an application only. Any future tenancy agreement is subject to references.**

NOTE! It is an offence under Section 171 of the 1996 Housing Act to give false information which may lead to a fine or summary conviction.

I certify that the information given in relation to my application for housing is true and understand that if I have given any false or misleading information, then, my application for housing may be cancelled, or, the landlord may take steps to repossess any property subsequently allocated to me.

We confirm that the above is true and correct and that I/we have not knowingly or recklessly made any false statements or information, nor have I/we made any omissions when applying for this said tenancy. I/we also confirm that I/we or any other occupiers or visitors to the proposed property have no drug or alcohol abuse problems. I/WE AGREE TO REFERENCES BEING REQUESTED FROM THE RELEVANT AGENCIES. I/we understand that the relevant agencies may include, but is not limited to: any Police force, previous Landlords, Probation service, Housing, Social services and Education Departments of Local Authorities. I/we understand that this information will be used for the sole purpose of assisting my housing application and will be held within the strictest confidence.

Applicants/Guarantors signature ..... Date .....

AN ADMINISTRATION CHARGE OF **£135 (PLUS VAT)** IS REQUIRED TO ACCOMPANY THIS FORM TO HOLD THE PROPERTY FOR YOU, IF YOUR APPLICATION HAS BEEN ACCEPTED AND **IF YOU DECIDE NOT TO GO AHEAD WITH THE TENANCY FOR WHATEVER REASON THE FULL FEE WILL BE RETAINED.**

A)	<b>ARRANGEMENT FEE</b>	<b>£135</b>
	<b>VAT on fee</b>	<b>£</b>
B)	BOND	£
C)	FIRST MONTH'S RENT IN ADVANCE	£ ____
	TOTAL	£

TENANCY IS FOR 6 MONTHS AND CARRIES ON FROM MONTH TO MONTH THEREAFTER

PLEASE FORWARD THIS APPLICATION WITH THE ARRANGEMENT FEE TO:

**FRASER LAKE LTD  
304 OLD DURHAM ROAD  
GATESHEAD  
NE8 4BQ**

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### **IDENTIFICATION REQUIRED:**

**2 Most recent payslips if paid monthly – a full month for weekly pay.**

**Recent Bank statement showing a full month**

**2 Current Utility Bills**

**Valid & current Passport or Driving Licence**