

Pre-Tenancy Questionnaire

108 King Street

Newcastle under Lyme

ST5 1JJ

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E: info@bellwoodlettings.co.uk

Rental property address……………………………………………………………………………………………………………………………………………………

# Applicant 1

First Names (Mr / Mrs / Ms)………………………………………………….. Surname:……………………………………………………………………….

Current Address………………………………………………………………………………………………………………………………………………………………………..

…………………………………………………………………………………………………………………………………………………..Post Code…………………….

Email Address………………………………………………………………………………………………………Date of Birth…………/.…………/.…..……

Home Tel…………………………………………………………………………...Mobile Tel………………………………………………………………………...

Is the property rented accommodation? Yes No If yes, contact details of your Agent / Landlord

Name:

Address:

Email:

# About Your Employment

Company Name…………………………………………………………………. Position………………………………………………………………………..

Approximate Start Date……………………………………………………..

Annual Salary…………………………………………………………………...

# About Your Financial Status

## Full Time - Temporary Contract - Zero Hours

Do you have any adverse credit (E.g. CCJs) Yes………. No……….

*Please note: If you answer no and the reference report shows that you have an adverse credit history your application will be declined resulting in you losing your application fee & any holding deposit regardless of whether or not you were aware of your credit history unless the landlord agrees to proceed using a guarantor or full payment rent in advance. You can get a free credit report from Noddle at* [*www.callcredit.co.uk*](http://www.callcredit.co.uk/)

# Have You The Right To Rent In The UK Yes………. No……….

# Please visit [www.gov.uk](http://www.gov.uk) for guidance

# Applicant 2

First Names (Mr / Mrs / Ms)………………………………………………….. Surname:……………………………………………………………………….

Current Address………………………………………………………………………………………………………………………………………………………………………..

…………………………………………………………………………………………………………………………………………………..Post Code…………………….

Email Address………………………………………………………………………………………………………Date of Birth…………/.…………/.…..……

Home Tel…………………………………………………………………………...MobileTel………………………………………………………………………...

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***About you and any other occupants who will be living at the property***

How many children under the age of 18 will be living at the property?

What are the ages of your children?

Do you intend to keep any pets? Yes No

If yes, please provide details in the additional notes section below

Proposed move in date? / /

***Please note that smoking is prohibited in any of our rental properties.***

We are full members of ARLA, Safe Agent and The Property Ombudsman, making Bellwood a name you can trust. You should always choose your agent with care, only considering those displaying these trusted accreditations which provide the assurance that you will receive both a high standard of service and the peace of mind that comes with the knowledge your money is protected and your agent abides by a strict code of conduct.

We are required by law to disclose all charges and the information given below is provided to ensure you are fully informed of any fees and costs involved in renting a property through Bellwood.

**Initial Fees**

We do not take application fees. To secure a property you will be required to pay a holding deposit (in accordance with the Tenant Fees Act 2019) as detailed below:

|  |  |
| --- | --- |
| Rent £350 to £429 pcm | Holding Deposit = £75 Payable by bank transfer |
| Rent £430 to £599 pcm | Holding Deposit = £100 Payable by bank transfer |
| Rent £600+ pcm | Holding Deposit = £125 Payable by bank transfer |

**Please Note: This will be withheld if any relevant person (including any guarantor(s)) withdraw from the tenancy, fail a Right-to-Rent check, provide materially significant false or misleading information, or fail to sign their tenancy agreement (and / or Deed of Guarantee) within 15 calendar days (or other Deadline for Agreement as mutually agreed in writing).**

**Pets** – Pets are not generally accepted. Where a pet is accepted the rent may be increased by 5% per calendar month, subject to a minimum of £25pcm.

**Prior to moving in you will need to pay:**

* First month’s rent
* Tenancy deposit (usually one month’s rent, although a larger deposit may be required for some landlords)

**Once you have viewed a property and paid the holding deposit, you will be required to provide the following to our preferred referencing company.**

* Proof of identity (passport or national IDcard)
* Visa or work permit (if applicable)
* Proof of address (e.g. utility bill dated within the last three months)
* Completed application form and reference consent
* Bank Statements (three months)
* Other supporting documents if requested (e.g. proof of income that must show at least 2.5 times the annual rent)

After moving into the property you will be responsible for paying utility bills, council tax, TV licence, telephone, broadband, etc.

**GDPR General Data Protection Regulations**

**Information supplied by our clients will be held in accordance with General Data Protection Regulation (EU2016/679) and any subsequent Data Protection laws. This information may be used or shared with utility providers, local authorities, credit reference agencies (for purposes of administration) including debt recovery, legal advisors, contractors, any other third parties with legitimate interest , HMRC or any person investigating a crime. We may record Special Categories of Data as described by GDPR. We will not sell your information for marketing or other purposes, but we may send you information and marketing that we believe to be of interest to you. You may opt out of our marketing at any time by contacting us in branch or online. You may also ask for a copy of information held and this information may be amended, upon request, if it is found to be inaccurate.**

Please do call if you have any questions or to receive the very latest property updates as they become available. We genuinely look forward to connecting you with your next property.

***Additional Notes***

:



I / we the applicant(s) declare that the information provided within this pre-tenancy questionnaire is accurate and correct.

I / we understand that the information will form the basis of the application process.

I / we give permission for The Tenant Shop & Utility Companies & there agents to contact myself with regards to the supply of Utilities in relation to the tenancy.

I / we give permission for Bellwood Lettings to contact myself by: Email / Text / Phone

Signed: Print Name: Date:

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