



Larkhill
Lewes Road
Ridgewood
Uckfield
East Sussex
TN22 5SJ

Tenant Interest & Check Questionnaire

Note: All Tenant Interest & Check Questionnaires, where accompanied by payment of the Tenant Check and Administration fee (£150 for 1st tenant, £75 for each additional tenant and guarantor where applicable), will be submitted to the NLA Tenant Check service.

Please ensure you have provided all the information requested along with the Declaration accompanying this form signed in both sections and supporting documents as requested **.

Questions marked # are mandatory. The referencing process will not be commenced if this information is missing.

Please send all completed forms to properties@woodsproperties.co.uk or Woods properties, Larkhill, Lewes Road, Ridgewood, Uckfield, East Sussex. TN22 5SJ

DETAILS OF PROPERTY

Address of Property being applied for #

Total monthly rent for this property #

£

No. of Tenants

No. of Guarantors

This person is: #

a Tenant a guarantor

PERSONAL DETAILS OF TENANT/GUARANTOR

Title

First name(s) #

Surname #

Date of birth #

Home telephone

Work telephone

Mobile telephone

Email

National Insurance number #

Marital status #

**Please provide passport, drivers licence or other photo id for copy and return

Current address #

Current address continued

Current postcode

Time at address #

**Please provide a recent utility bill for copy and return

Previous Address #

Previous Address Continued

Previous Postcode

Time at address #

EMPLOYMENT/INCOME DETAILS

CURRENT EMPLOYMENT STATUS: #

Employed Self-Employed Retired Student Housewife Un-Employed

Occupation #

Employer/Accountants Name (if applicable) #

Employer/Accountant address (if applicable)

Employer/Accountant address continued

Postcode

Contact Name #

Telephone number #

Fax Number

Email

Payroll number (if applicable)

Time employed #

years months

EMPLOYMENT/INCOME DETAILS (continued)

Gross basic income #	Per (please delete)	Regular commission(if applicable)	Per (please delete)
£ <input type="text"/>	<input type="text"/> week/month/annum	£ <input type="text"/>	<input type="text"/> week/month/annum
Other Income	Per (please delete)	Source	
£ <input type="text"/>	<input type="text"/> week/month/annum	<input type="text"/>	

****Please provide 3 months wage slips/previous years accounts for copy and return**

If you are in receipt of Universal Tax Credits Please advise which you receive and how much you have been awarded

If you are currently a student please provide name of college/university

--

If you are retired please provide your income details above and proof of income

CURRENT RESIDENTIAL STATUS

CURRENT ADDRESS STATUS: #

property owner a tenant living with family living with friends other

If you are in rented accommodation please provide the following information:

Current Landlord/Letting Agent name #	Contact Name	
<input type="text"/>	<input type="text"/>	
Current Landlord/Letting Agent address #		
<input type="text"/>		
Current Landlord/Letting Agent address continued	Postcode	
<input type="text"/>	<input type="text"/>	
Telephone number #	Fax Number	Email
<input type="text"/>	<input type="text"/>	<input type="text"/>
Rent payment p.c.m. #	<input type="text"/>	

****Please provide a copy of your current tenancy agreement**

If you own a property and have a mortgage please provide the name of the lender

--

If you are currently living with family or friends please provide their names

--

BANK ACCOUNT AND FINANCIAL DETAILS (not required for Guarantor application)

Name of Bank #	<input type="text"/>	
Bank Address	<input type="text"/>	
Bank address continued	Bank postcode	Account holder name
<input type="text"/>	<input type="text"/>	<input type="text"/>
Account Number #	Sort Code #	
<input type="text"/>	<input type="text"/> : <input type="text"/> : <input type="text"/>	

****Please provide 3 months bank statements for copy and return**

Do you have any hire purchase or loan agreements? # yes no

If yes please provide details:

Lender	Amount	Monthly repayment	Expiry date
	£ <input type="text"/>	£ <input type="text"/>	/ / /20
	£ <input type="text"/>	£ <input type="text"/>	/ / /20
	£ <input type="text"/>	£ <input type="text"/>	/ / /20

Do you have any credit or store cards? # yes no

If yes please provide details:

Card Company	Credit Limit	Balance Owing
	£ <input type="text"/>	£ <input type="text"/>
	£ <input type="text"/>	£ <input type="text"/>
	£ <input type="text"/>	£ <input type="text"/>

***Have you, your spouse or any other party to this application ever been insolvent, bankrupt, made arrangements with creditors or been involved in any criminal or civil court proceedings? # yes no**

***Please note it is beneficial to answer truthfully even if the answer is yes, especially if the debt is cleared or agreed payments being adhered to.**