application for RPC tenant

RPC

Rehman Property Consultancy

(1) Personal details

Please complete two separate forms if you are a joint tenant or cohabitee.

Your Details:

Mr/Mrs/Miss/Ms/Other:

First Name(s):

Last Name:

Maiden or Previous Surname:

Date of Birth: /   /   Age: National Insurance number:

Place of Birth:

Address:

How long have you lived at this address:

Which of the following best describes your current situation with regards to the above address? (Tick one box only)

I am the home owner ☐   I am a Housing Association Tenant ☐   I am privately renting ☐   I am staying with parents ☐

I am staying with friends ☐   Other ☐   (please specify)

Telephone (Home):   Work/ Mobile:

Email:

(2)   What is your current landlord's name and address?

Name:

Address:

Telephone (Home):   Work/Mobile:

Do you have any pets?   Yes ☐   No ☐   If yes, what kind and how many?

Address you are moving to (if applicable):

Area you would like to move to: Number of bedrooms required:

(3) Housing History

Where have you lived in the last three years? (If applicable, excluding your present address)

Address:	Landlord's/cohabitee's name, address & telephone No:	Dates: (from – to)	Reason for leaving:	Did you own/rent/stay with friends/parents etc.

Has anyone on the tenancy ever lived in, or been a tenant of a Housing Association or Local Authority? Yes ☐ No ☐ If yes, please give details of the address of the property and which Housing Association or Local Authority the house belonged to?

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(4) Income Details

Job title: _____ Full time ☐ Part time ☐

Employer: _____ Work Tel: _____

Full Address: _____

Take Home Pay: £ _____ per _____ *Do you receive any income from state benefits/pension?* Yes ☐ No ☐

If yes please describe: _____ Amount: £ _____ per _____

Under the Data Protection Act 1998 this information is classified as sensitive data and will only be disclosed with your written authorisation.

(5) Who else will be living with you?

Please give details of everyone who will be moving in with you. Do not include yourself.

First name	Last name	Address	Male/Female	Date of birth	Relationship to applicant

Does anyone else come to stay with you for part of the week? (eg a child that you see at weekends)

Please give details below.

First name	Last name	Address	Male/Female	Date of birth	Relationship to applicant

(6) Equal Opportunities

Your application will not be treated any differently because of your sex, race, ethnic or national origin. Please tick one box only to describe your ethnic origin.

White
1 ☐ British
2 ☐ Irish
3 ☐ Other

Mixed
4 ☐ White & Black Caribbean
5 ☐ White & Black African
6 ☐ White & Asian
7 ☐ Other

Asian or
Asian British
8 ☐ Indian
9 ☐ Pakistani
10 ☐ Bangladeshi
11 ☐ Other

Black or
Black British
12 ☐ Caribbean
13 ☐ African
14 ☐ Other

Chinese or other
ethnic group
15 ☐ Chinese
16 ☐ Other

Refused
17 ☐

Is there any other member of your household who is of a different ethnic group to yourself?   Yes ☐   No ☐

This information is collected under the Data Protection Act 1998 and will be used for equal opportunities monitoring only.

(7) Declaration of Consent

I can confirm that I understand that enquiries will be carried out concerning my past character and conduct of any present or previous tenancies or occupations of any property.

I am aware that enquiries may be made to Housing Associations, Private Landlords, Local Authorities and the Police and by signing this declaration I give my permission and consent for RPC to obtain any relevant information.

I understand that the reference information requested by RPC will relate to rent arrears, Housing Benefit claims/overpayments, damage to property, nuisance/anti-social behaviour, abandonment or other breach of tenancy conditions and any relevant criminal activity.

I understand that reference information and personal data will be used for the SOLE purpose of assessing suitability for RPC tenancies and will be held in the strictest confidence under the terms of the Data Protection Act 1998.

This information may also be used for prevention and detection of a crime, to protect public files and for debt tracing.

Name:

Signature:

Date:

Please remember to sign this declaration.