

# professional tenancy application form

PLEASE COMPLETE IN **BLOCK CAPITALS**

Property address

  
  
  
 postcode

How long do you intend to rent for?

Full name

Phone number

Mobile number

Email address

## Accommodation details

Current / previous address

  
  
  
 postcode

Time spent at property

 months/years

Is it rented?

 Yes  No

If yes, provide landlord details:

Name

Landlord address

  
  
  
 postcode

Landlord phone number

Email address

Reason for leaving

Previous address if above less than 12 months

  
  
 postcode

Time spent at property

 months/years

Is it rented?

 Yes  No

If yes, provide landlord details:

Name

Landlord address   
  
  
 postcode

Landlord phone number

Email address

Reason for leaving

**Personal details**

Do you have any children?  Yes  No Age(s)  Sex(es)

Do you have any pets?  Yes  No Type

National insurance number

Do you have any adverse credit history?  Yes  No

If yes, provide details

Next of kin

Relationship

Address   
  
  
 postcode

Phone number

Email address

**Employment details**

Current employer's name

Address   
  
  
 postcode

Phone number

Email address

Contact name for reference

Job title  Salary

Time with current employer   Full-time  Part-time

Previous employer's name if above less than 12 months

Address




postcode

Phone number

Email address

Contact name for reference

Job title

Salary

Time with previous employer



Full-time

Part-time

### Bank details

Name of account holder

Name of bank

Branch address

Account number

Sort code

-

-

**You may be invited to renew your tenancy with us after the initial fixed term. If you choose to stay at the property after the fixed term ends a renewal fee of £50 (non refundable) will be payable per person. The renewal fee is only applicable on the first renewal, providing there are no changes to your circumstances or details.**

The information given, whether on the application form or otherwise, is true, accurate, complete and not misleading. I am aware that it is a criminal offence to knowingly provide false information or to forge a signature and that it may make me liable for criminal prosecution.

I understand that my application will be verified in accordance with relevant data protection laws, and if any of this information proves false or if I fail to provide the requested references in the specified time period, or the references are not satisfactory, my application will be declined without reimbursement of money paid to the Agent. I also confirm that should I cancel this agreement no monies paid will be refunded.

**If identity and/or immigration papers are provided I give permission for you to check my status with the Home Office.**

**Your data – our promise**

RMP Properties knows that your personal data belongs to you and not us. That's why when you, or a third party, share your personal data with us we make sure that we keep it private and safe.

We use your personal data to decide whether you're eligible for a tenancy, to administer your tenancy and for a variety of other reasons but sometimes it may lead to us refusing to provide you with a tenancy agreement.

Further details of how your information will be used by us and your data protection rights, can be found on [www.rmpproperties.co.uk/privacy.asp](http://www.rmpproperties.co.uk/privacy.asp) or by contacting us.

We may also use the information we hold about you to inform you of products and services which are similar to the ones you currently hold with us which we believe will be of interest to you, and for statistical and analytical purposes.

We will only keep your personal data for as long as we need it and you have a right to ask for a copy of the personal data we hold about you.

If the personal data we hold is incorrect you have a right to ask for it to be corrected and, if you believe that we no longer have a reason to keep your personal data, you have a right to ask for it to be deleted.

For lots more information on what we do with your personal data, why we do it and what rights you have over that data, including how to make a complaint to the ICO, visit [www.rmpproperties.co.uk/privacy.asp](http://www.rmpproperties.co.uk/privacy.asp) or contact us.

Signed

Date

 /  /

# standing order form

## Beneficiary Details

Please pay	Redbrick S&V Ltd (RMP)
Bank	National Westminster Bank Plc
Account number	58645969
Sort code	55-50-15

Amount of payments	£
From (date)	
To be paid	On the same day each calendar month
Date of final payment	

## Quoting reference

Quoting Reference	
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## Account to be debited

Named account holder

Bank name and full address   
  
  
 postcode

Account number  Sort code  -  -

Customer signature  Date  /  /

RMP Properties is a trading style of Redbrick Survey & Valuation Ltd – Registration No 5390659

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