



Property Reservation Form

Details of Property	Applicant/s Details continued
Property Address:	Please provide an address and telephone number where we will be able to contact you after the tenancy ends:
	Post Tenancy Contact Address:
Postcode:	
Tenancy Term:	Postcode:
	Post Tenancy Telephone Number:
Preferred Moving Date: Agreed Rent:	Tost renamely receptione rearribet.
f	Post Tenancy Email Address:
Any Special Conditions:	1 ost renancy Email Address.
	Are you providing the deposit? (please tick)
	Yes No
	5 1 .5
	Employment Details
	Which best describes your occupation: (please tick)
Applicant/s Details	Employed Self-employed Independent Means
Title: (e.g. Mr, Mrs, Ms etc.)	Retired Student Unemployed
	Housewife / husband
Full Name: (as on Passport)	Hours of Work: (please tick) Full Time Part Time
	Contract Type: (please tick)
Current Home Address:	Permanent Temporary Fixed Length
	Your Job Title:
	Your Gross Income: Start Date:
Postcode:	
Please confirm your status: (please tick)	
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	Evidence of Identification
Date you moved into this address:	In compliance with our professional bodies code of practice and to take up a credit reference we require both proof of identity and
	residency. Would you please enclose with your reservation one item
Telephone Number:	from the following two lists: Identity
	Current Valid Passport Photographic Driver's Licence
Mobile Number:	Student ID Card
	Current Address
Email Address:	The following should be dated within the last 6 months:
	Censored copy of Bank / Censored Credit Card
Nationality: Date of Birth:	Building Society Statement Statement Statement
	Utility / Council Tax Bill Censored Mobile Telephone Bill
	Unfortunately we cannot begin to process your reservation until we are in receipt of these documents.
	continued over

Property Reservation Form continued

Details of Guarantor (if applicable)	Guarantor's Evidence of Identification continued
Title: (e.g. Mr, Mrs, Ms etc.)	Current Address
	The following should be dated within the last 6 months:
Full Name of Guarantor: (as on Passport)	Censored copy of Bank / Censored Credit Card Building Society Statement Statement
Home Address:	Utility / Council Tax Bill Censored Mobile Telephone Bill
	Unfortunately we cannot begin to process your reservation until we are in receipt of these documents.
	Consent
Postcode:	I herby confirm that the information I have given in this reservation form is true, accurate, to the best of my knowledge and not misleading.
Telephone Number: Mobile Number:	I have read and accept Rees & Associates Property Management Terms and Conditions, and wish to proceed with the reservation to rent the aforementioned property.
	The Administration Fee will only be refunded if the Landlord decides not to proceed following the acceptance of your offer.
Email Address: Nationality:	If you decide not to proceed with a tenancy or your credit check/ references prove to be unsatisfactory or if you make a false statement to us concerning your application then we will be unable to refund all or part of your Administration Fee.
Date of Birth:	If the Landlord accepts your offer, subject to contract, you will hear from Van Mildert Landlord & Tenant Protection who are authorised to carry out all the necessary credit checks and referencing on behalf of Rees & Associates Property Management Limited.
Occupation:	Once you receive an email or sms about your application, please follow the instructions promptly, or contact us immediately if you have any queries. Failure to do so may result in the property being re-marketed.
Relationship to Tenant: Are you a homeowner? (please tick)	Upon signing below you are giving your consent under the Data Protection Act, for the details you have supplied being used by Rees & Associates Property Management Limited and Van Mildert Landlord & Tenant Protection and where appropriate shared with our principle.
Yes No Are you providing the deposit? (please tick) Yes No	I give my consent to the information being used by credit card companies, credit referencing companies, exisiting/previous landlords/ letting agents/employers/accountants etc. The information can also be used during any tenancy for the management of the property, including but not limited to being given to contractors and being used to chase money owed. I understand that the letting agent will use the information provided to make decisions about my application.
Guarantor's Evidence of Identification	Applicant's Signature: Date:
In compliance with our professional bodies code of practice and to take up a credit reference we require both proof of identity and residency. Would you please enclose with your reservation one item from the following two lists:	
Identity	Guarantor's Signature: Date:
Current Valid Passport Photographic Driver's Licence Student ID Card	

Rees & Associates Property Management are members of:











