

**APPLICATION FOR TENANCY OF A PROPERTY BELONGING TO
BARNLEIGH HOUSING LTD**

PLEASE COMPLETE THE FORM IN BLOCK CAPITALS

<u>Applicant 1</u>		<u>Applicant 2</u>	
FULL NAME:		FULL NAME:	
CURRENT ADDRESS:		CURRENT ADDRESS:	
TEL NO:		TEL NO:	
Date of Birth:	Place of Birth:	Date of Birth:	Place of Birth:
National Insurance Number:	Passport Number (if any):	National Insurance Number:	Passport Number (if any):
NATIONALITY: Are you a UK Citizen or do you have the right to remain in the UK? Yes/No Before a decision regarding your application may be made we must see evidence of your nationality eg Passport, Birth Certificate or Bio Metric Residency Permit. SEND PHOTOCOPIES NOT ORIGINAL DOCUMENTS.		NATIONALITY: Are you a UK Citizen or do you have the right to remain in the UK? Yes/No Before a decision regarding your application may be made we must see evidence of your nationality eg Passport, Birth Certificate or Bio Metric Residency Permit. SEND PHOTOCOPIES NOT ORIGINAL DOCUMENTS.	
MARITAL STATUS:		MARITAL STATUS:	
DO YOU HAVE ANY DEPENDENT CHILDREN UNDER THE AGE OF 18 YEARS? Yes/No If yes please state number of children and ages		DO YOU HAVE ANY DEPENDENT CHILDREN UNDER THE AGE OF 18 YEARS? Yes/No If yes please state number of children and ages	
CURRENT EMPLOYMENT (if any): Name and Address of your Employer:		CURRENT EMPLOYMENT (if any): Name and Address of your Employer:	

<p>PREVIOUS TENANCIES <u>Name and Address of present Landlord:</u> </p> <p>Contact Number:.....</p> <p>Email address:.....</p> <p>Do you owe any money to Landlord, Local Authority or Housing Association? (for example missed rent).</p> <p>Yes/No If “Yes”, please say how much. £.....</p> <p>Have you, or any member of your household, ever broken a tenancy agreement, lost a tenancy due to anti-social behaviour? YES/NO</p> <p>If yes, please give details: </p> <p>Have you been asked to leave your current accommodation? YES/NO</p> <p>If yes, please give details: </p>	<p>PREVIOUS TENANCIES <u>Name and Address of present Landlord:</u> </p> <p>Contact Number:.....</p> <p>Email address:.....</p> <p>Do you owe any money to Landlord, Local Authority or Housing Association? (for example missed rent).</p> <p>Yes/No If “Yes”, please say how much. £.....</p> <p>Have you, or any member of your household, ever broken a tenancy agreement, lost a tenancy due to anti-social behaviour? YES/NO</p> <p>If yes, please give details: </p> <p>Have you been asked to leave your current accommodation? YES/NO</p> <p>If yes, please give details: </p>
<p>REASONS FOR APPLYING</p> <p>Please include your reasons for applying to Barnleigh Housing. </p>	<p>REASONS FOR APPLYING</p> <p>Please include your reasons for applying to Barnleigh Housing. </p>

<p>If your application is successful, would you be interested in a property in:</p> <p>Barnards Close/Pickersleigh Close/Either Close (Delete as required)</p>	<p>If your application is successful, would you be interested in a property in:</p> <p>Barnards Close/Pickersleigh Close/Either Close (Delete as required)</p>
<p>REFERENCES</p> <p>Name and Address (including Full Post Code) of 2 people who we could approach to give you a reference in support of your application:</p> <p>REFEREE 1 (Present or previous employer if possible)</p> <p>Name:..... Company:..... Address..... Tel No: Email:</p> <p>REFEREE 2 (Professional person, not a relative, known for 3 years)</p> <p>Name:..... Address: Tel No: Email:</p>	<p>REFERENCES</p> <p>Name and Address (including Full Post Code) of 2 people who we could approach to give you a reference in support of your application:</p> <p>REFEREE 1 (Present or previous employer if possible)</p> <p>Name: Company: Address: Tel No Email:</p> <p>REFEREE 2 (Professional person, not a relative, known for 3 years)</p> <p>Name: Address: Tel No: Email:</p>
<p>Please provide any further information which you feel is relevant:</p>	<p>Please provide any further information which you fee is relevant:</p>
<p>This information will be used by Barnleigh Housing to assess your application and for allocating housing. In some cases the information will be disclosed to third parties in order to confirm and verify the details you have provided to us such as previous landlords, employers, credit reference agencies, local authorities or other statutory bodies. Please see our Privacy Notice for further information.</p>	

Should you be allocated a property these details may be used to manage your tenancy.

In some cases your information will be disclosed to third parties for the purpose of fraud prevention, prevention and detection of crime, investigating complaints and maintenance of the property. This may include disclosures to the police, local authorities and credit reference agencies.

DECLARATION (Applicant 1)

I declare this information I have given on this form is correct and complete.

I understand the following: You will use the information I have provided to process my application for housing and for the on going management of any tenancy. You may check some of the information with third parties to verify my application and if allocated a property may disclose some information to manage my tenancy in line with the above explanation.

You may also get information about me from certain other organisations or give information about me to them to make sure information is accurate; to prevent or detect crime or investigate complaints raised.

These organisations include credit reference agencies, local authorities and the police.

If I give incorrect or incomplete information you may take action against me.

Signed

Date

DECLARATION (Applicant 2)

I declare this information I have given on this form is correct and complete.

I understand the following: You will use the information I have provided to process my application for housing and for the on going management of any tenancy. You may check some of the information with third parties to verify my application and if allocated a property may disclose some information to manage my tenancy in line with the above explanation.

You may also get information about me from certain other organisations or give information about me to them to make sure information is accurate; to prevent or detect crime or investigate complaints raised.

These organisations include credit reference agencies, local authorities and the police.

If I give incorrect or incomplete information you may take action against me.

Signed

Date

Sensitive Personal Data (Applicant 1)

You may in the course of your application to us provide us with sensitive personal data relating to your health where it is relevant to your application. In these circumstances we require your specific consent to process such information.

I consent to the processing of sensitive personal data where provided by me.

Signed

Date

Sensitive Person Data (Applicant 2)

You may in the course of your application to us provide us with sensitive personal data relating to your health where it is relevant to your application. In these circumstances we require your specific consent to process such information.

I consent to the processing of sensitive personal data where provided by me

Signed

Date

Please return this form to: Mrs J Wolff
Barnleigh Housing Ltd
Suite 202, Darwin Rooms
1 Worcester Rd,
Malvern WR14 4QY