



## COMPANY PRO PLUS APPLICATION FORM

Please fill in the rental property details. (Fields marked with an \* are required)

### RENTAL **PROPERTY** DETAIL

*Rent per month	£	
Suite/Flat no		
Suite/Flat name		
*Building/House no		
Building/House name		
*Street		
*Town/City		
*County		
*Postcode		

Please fill in the company applicant's details. (Fields marked with an \* are required)

### COMPANY **DETAILS**

*Company name	
*Contact telephone no	
*Company email address	

#### Registered Office Address

Suite/Flat no	
Suite/Flat name	
*Building/House no	
Building/House name	
*Street	
*Town/City	
*County	
*Postcode	

#### Applicant's Trading Address (if different from above)

Suite/Flat no	
Suite/Flat name	
*Building/House no	
Building/House name	
*Street	
*Town/City	
*County	
*Postcode	

Please fill in the individual applicant company's referee details. (Fields marked with an \* are required)

**COMPANY REFERENCES**

**Bank**

\*Bank name

\*Branch

**Contact Manager**

\*Title  Mr  Mrs  Miss  Ms Other .....

\*Forename

\*Surname

**Bank Address**

Suite/Flat no

Suite/Flat name

\*Building/House no

Building/House name

\*Street

\*Town/City

\*County

\*Postcode

\*Telephone no

Email address

**Accountant**

\*Accountant's company name

**Contact Manager**

\*Title  Mr  Mrs  Miss  Ms Other .....

\*Forename

\*Surname

**Address**

Suite/Flat no

Suite/Flat name

\*Building/House no

Building/House name

\*Street

\*Town/City

\*County

\*Postcode

\*Telephone no

Email address

Please fill in the individual applicant company's referee details. (Fields marked with an \* are required)

**Trade**

*Company name	<input type="text"/>
*Position held by contact	<input type="text"/>
*Title	<input type="radio"/> Mr <input type="radio"/> Mrs <input type="radio"/> Miss <input type="radio"/> Ms         Other .....
*Forename	<input type="text"/>
*Surname	<input type="text"/>
Suite/Flat no	<input type="text"/>
Suite/Flat name	<input type="text"/>
*Building/House no	<input type="text"/>
Building/House name	<input type="text"/>
*Street	<input type="text"/>
*Town/City	<input type="text"/>
*County	<input type="text"/>
*Postcode	<input type="text"/>
*Telephone no	<input type="text"/>
Email address	<input type="text"/>

**DECLARATION & AGREEMENT OF PROPOSED COMPANY TENANT**

I/we confirm that the information (data) given above is correct and that I/we am/are over 18 years of age and authorised by the Company to enter into this agreement and provide this declaration on its behalf. I/we confirm that the Company consents to its data being processed and held by tenant checkerTM or any successor indefinitely for the purposes of: (1) assessing the Company's suitability as a prospective tenant; (2) conducting searches with credit reference agencies for the purposes of verifying the Company's data and identity and determining its credit worthiness and credit limits; (3) conducting enquiries with any parties the Company nominates as referees as to its suitability as a tenant; and, generally, I/we consent to the Company's data and the results of searches and enquiries being shared with other parties such as letting agents, landlords, credit reference agencies and other businesses for the purposes of assessing its suitability as a prospective tenant and its credit worthiness and for the purposes of analysis to market other products and services .

I/we confirm that in the event of the Company's default under the terms of the proposed tenancy or any future tenancy and/or in the event of the Company accruing arrears of rent, paying rent late, allowing its occupiers to damage property/contents or indulge in nuisance/anti-social behaviour then the Company consents to information relating to these matters being passed to, and processed by, tenant checkerTM and I/we understand that it may affect any future applications the Company may make for: (a) tenancies; (b) credit; and (c) insurance products.

I/we understand and agree that when tenant checkerTM make a search with a credit reference agency, the agency will keep a record of that search and will share that information with other businesses. I/we also understand and agree that no details of any search undertaken by tenant checkerTM or any credit reference agency will be given to the Company but it may request the name and address of any credit reference agency to whom it may apply for a copy of any information provided. I/we understand and agree that in the event of the Company's tenancy application not being successful the Company will not be entitled to any reason or explanation for this or to any refund of any search fees paid.

I/we understand and agree that tenant checkerTM is part of Datacol Payment Protection Limited and references to it include any group or affiliated company of Datacol Payment Protection Limited or any successor. I/we understand that the information provided by me may be transferred to a country outside the European Union.

Signature of (Director) (Company Secretary) on behalf of the Company
Print name

Date
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Signature of (Director) (Company Secretary) on behalf of the Company
Print name

Date
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# Important Information for Applicants

Please read the below information carefully before completing and signing your application form

## Who are we?

We are a vetting service and independent of letting agents and landlords. They employ us to check your details and assess your suitability.

## Completing your application form

Please ensure that you fully and carefully complete all sections of the application form so that we can process your application quickly. If you miss out any information this will delay your application and could cause it to be declined.

We ask you to provide details of your employer and current landlord (or their agent). Your employer will be contacted to verify that the information you have provided is correct. Your current landlord (or their agent) will be contacted to confirm that you have been a good tenant and complied with your obligations. **Please inform your employer and landlord (or their agent) that they will be contacted very shortly and that they have your permission to provide the information requested.**

If you are self-employed we require details of your accountant. They will be approached to provide financial information about you. **Please inform them that they will be contacted very shortly and that they have your permission to provide the information requested.**

If you have income from other sources, such as a pension if you are retired, then proof of income should be submitted with your application form.

## What do we do?

We check our database to see if we already hold your details and we make enquiries with a credit reference agency to check your identity and credit rating. If you are on our database already we check to see if there have been any reports that you have previously paid rent late, left rent unpaid, damaged property or engaged in nuisance/anti-social behaviour.

Please note that if your application is successful but subsequently you fail to comply with your obligations and rent is paid late or left unpaid or property is damaged or there is nuisance/anti-social behaviour, the letting agent or landlord will report this conduct to us and it will be stored onto our database, and other letting agents and landlords will have access to this information

if you are checked again in the future. By completing and signing your application form you consent to the processing and storing of your data in the above manner and for the above purposes. If you do not consent to this you should not sign the application form, although this will mean that your application will not be able to proceed.

## Disclosure of information

If there is any adverse data registered against you with the credit reference agency we will not give you any specific details. We will refer you though to the credit reference agency concerned who in response to a written request and payment of a set fee will be able to supply details of your credit file.

If there is any adverse information held against you on our database then we will provide you with the details we hold. If you wish to challenge or appeal the information we hold then you may do so by emailing us at [appeal@tenantchecker.co.uk](mailto:appeal@tenantchecker.co.uk) or writing to us at Suite 4, Conway Business Centre, Llandudno Junction, Conwy, LL31 9XX.

## How long will my application take?

Once the letting agent or landlord has submitted your application to us online we provide an instant result from our database search and credit check. If we are also obtaining references these take, typically, between 48 and 72 hours. Delays are nearly always caused by your referees not responding to us quickly enough. This is why it is important that you warn them that we shall be applying to them for a reference and speak to them yourself if they delay in dealing with our request.

## How do I find out if I am accepted?

Please do not contact us. We are employed by the letting agent or landlord and you must contact them for the result of your application. Our operators are not permitted to discuss your application with you.

## Data Protection

We are registered with the Information Commissioner and operate in accordance with the Data Protection Act. Your data will only be used for the purposes referred to here and in the application form.