**Viewing Application Form (Falcon Properties)**

**(Please complete for each person & return by email,)**

**ADDRESS APPLIED FOR** ……………………………….HOUSE/FLAT or ROOM N0…… PRICE £……...

**Viewing time and Date if required ………………………………………………………………………**

**1) Tenancy agreement START date, *should the viewing/ application be successful (START DATE……………….***

1 (A) Term length of……..…52 weeks…….…or end Date………………..…

**2)** TITLE….………..… FULL NAME(S)……………………………………………………………………………

DATE OF BIRTH…………………………. NATIONALITY……………………NATIONAL INSURANCE NO…………………

CURRENT ADDRESS………………………………………………………………………………………….

……………………………………………………………………………………………………...POST CODE…………….…..……

TELPEHONE NUMBER (HOME)……………………………………………..(MOBILE)………………………………………….….

EMAIL ADDRESS………………………………………………………………Number/Type of Pets………………………………

**DETAILS OF ANY OTHER PERSON MOVING IN WITH YOU. If over 18 an application form is required**

**3 STUDENT COURSE**

NAME OF UNIVERSITY ……………………………………………..……………COURSE DETAILS…………………………..……………………….…

ENROLMENT/COURSE/STUDENT N0………………………….……. COURSE START DATE…………………………………………..………

 COURSE END DATE………………… …………………………….……

**Your check list guide for renting in England** <https://www.gov.uk/government/publications/how-to-rent>

**4) GUARANTOR.**

**Definition** A guarantor (**UK HOME OWNER OR HAS A MORTGAGE**) is a third party, such as a parent, relative, friend who agrees to sign the contract to pay your rent if you are unable pay your rent, due to illness etc**.**

Each person is required to use one of the options. Falcon Properties will pay £150 towards the cost of using HousingHand. Please indicate only 1 option below;

* I will use the Guarantor Services [www.housinghand.co.uk](http://www.housinghand.co.uk/) ***if*** *you DO NOT have a UK Home Owner Guarantor.* Yes No
* I will pay the full duration of the contract in advance. Yes No
* I will provide details of a UK Home Owner Yes No

Name………… ……………………………….........………………….. PHONE NUMBER……………..……..…

ADDRESS……………………………………………………………………………………………..……………….… POST CODE………………………..……

EMAIL ADDRESS...........................................................................................................PROFESSION...................................................

**HOME OWNER** **YES or NO**.....................EMPLOYER ADDRESS……………………………………………………………….

…………………………………………………………………….………………………..**HOW MANY MONTHS/YEARS EMPLOYED**?……….…

Should you nominate to use HH [www.housinghand.co.uk](http://www.housinghand.co.uk/) as your guarantor they will ask for details; house address; our email address info@falconpropertieshull.co.uk and our telephone number 01482327054. They will give you a price for the period of your tenancy. Should we agree a contract in principle you will proceed to pay HousingHand. They offer the cost in instalments.

**CITIZENS ADVICE** The link provides further advice <https://www.citizensadvice.org.uk/housing/renting-a-home/student-housing/students-in-private-rented-accommodation/student-housing-using-a-guarantor/>

**5 HAVE YOU EVER?**

1. HAD ANY COUNTY COURT JUDGEMENTS AGAINST YOU? YES **⁪** NO **⁪**
2. BEEN BANKRUPT? YES ⁪ NO ⁪

**HAVE YOU OR ANY PERSON MOVING IN WITH YOU:**

1. BEEN WARNED ABOUT ANY BREACH OF A TENANCY AGREEMENT (section 21 or 8)? YES ⁪ NO ⁪
2. RECEIVED ANY THREAT OF EVICTION OR BEEN EVICTED? YES ⁪ NO ⁪
3. BEEN CONVICTED OF THE FOLLOWING OFFENCES:
* DRUG RELATED? YES ⁪ NO ⁪
* VIOLENCE? YES ⁪ NO ⁪
* THEFT OR DAMAGE TO PROPERTY? YES ⁪ NO ⁪

**NOTICE:** Section 102 Housing Act 1996 allows a landlord to seek possession under ground 17 in Part 11 of Schedule 2 where he/she has been induced to grant a tenancy by a false statement made knowingly or reckless by a) the tenant, or b) a person acting at the tenants’ instigation.

The information contained in this application is true and correct. I agree that any enquiries may be made to verify my suitability for the tenancy applied for. Successful applicants will pay a Holding Fee upon request equivalent to no more than 1 weeks rent. This will reserve the accommodation, provide checks and the Contract. The **Viewing/Application form** does not constitute a contract or oblige you to sign a contract. Please do not pay the Holding Fee until your application form has been processed by our office. The holding Fee will be returned to you upon receiving your first rent payment

**6** SIGNED/PRINT……………………………………………………………………………

DATE……………………………………………….

Identification must be produced upon signing the contract (Driving License, Passport)

Steve Welburn

Falcon Properties

17 Grey Street

Hull. East Yorkshire

HU2 8TJ.  UK.



 info@falconpropertieshull.co.uk

Facebook

Falcon Properties Hull.

[www.falconpropertieshull.com](http://www.falconpropertieshull.com)

 **PRIVACY NOTICE**

Why we hold and process information

This notice sets out how we hold and process information we hold about you. We process personal information about our tenants and possible new tenants so we can provide residential accommodation. This includes: dealing with lettings; dealing with applications for tenancies; checking suitability for tenancies (including credit, immigration and similar checks); managing property; collecting rent; maintaining our accounts and records; and dealing with tenancy deposits.

 Relevant information may include personal details, employment and education details and financial details.

 By law, we have to carry out immigration checks on new tenants and residents. We have to keep copies of the documents we inspect as part of these checks. We may keep these copies on computer.

 Sharing information with others

 We may need to share personal information we process with others. If we have to do this, we will keep to data-protection legislation.

Depending on the circumstances, we may share information with: other landlords; employers; educational institutions, universities and colleges; suppliers (including gas, electricity and water companies) and service providers; financial organisations (including banks); credit- and tenant-reference agencies; tenancy deposit schemes; debt-collection and tracing agencies; public and government bodies (including those who deal with benefits and council tax); contractors and repairers; letting and managing agents; and any future owner of the property.

 This does not mean that we necessarily share information with all of the above but we may do so if we need to.

 Council tax and utilities and services

To make sure that council tax and utility and service bills (including water charges) are correctly collected, we share information with the relevant local authority and utility or service providers. We also share this information to make sure that bills are sent to the correct person and charges and debts can be collected. By law, in certain geographic areas we have to pass information about who lives in a property to water companies. In all other areas, although this is voluntary, we may pass this information to water companies.

 Why we use your personal information

 We may use the personal information you give us in a number of ways, for example to decide whether to let the property to you; to prevent fraud, for accounting and auditing purposes, for managing property or for debt collection.

 Right to gather information

You have the right to ask for a copy of the information that we hold about you. We may make a small charge for this service. We want to make sure that your personal information is accurate and up to date. You may ask us to correct or remove information if this is not accurate. To ask for this information, please write to us or email us.

Mr. S. Welburn

Falcon Properties

Hull. HU2 8TJ

Updated June 2022