

Housing Application Form

Confidential Application Form

The information given on this form will be treated in confidence. Any offer of housing will be subject to references that we find to be satisfactory, employment checks and documentary evidence showing your entitlement to reside and work in the UK under the Asylum and Immigration Act 1996.

*So that we compare candidates fairly, this form is the only document we consider when screening applications. Therefore, please **do not** attach any written references, examples of other supporting information unless it is specifically requested. Please use a Black ink (if you would like an electronic word copy of this form please email enquiries@johnshousing.com) and ensure contact telephone numbers and email are included.*

PERSONAL PARTICULARS OF APPLICANT

Title:

Surname:

First Names:

Date of Birth (DD/MM/YYYY):

Current Address:

Postcode:

Mobile Phone No.:

E-mail Address:

National Insurance Number:

AVAILABILITY

Please indicate dates you are looking to take over the tenancy:

Please state the notice period required to terminate your present tenancy (if applicable):

BENEFITS
<p>Are you in receipt of universal credit or any other benefits, if so how much?</p> <p>How much is the housing allowance contribution of your benefit?</p> <p>Are you willing to request direct payment of your housing benefit to your landlord?</p> <p>How will you make up the difference between the housing benefit and the monthly rental price?</p>

WORK PERMITS
Do you require a work permit to undertake full or part-time in the UK?
<p>*If YES, which type/ tier of visa do you hold?</p> <p>What is the expiry date of this visa?</p>

EMPLOYMENT HISTORY	
Present Employment	
Job Title:	Employer:
Current Salary: _____	Address:
Employment Start Date:	Postcode:
Are you currently in your probation period?	

PREVIOUS TENANCY (Most recent first)				
LANDLORDS NAME	Date (From – To)	ADDRESS OF PROPERTY AND CONTACT NUMBER	MONTHLY RENTAL PRICE	REASON FOR LEAVING

What are your hobbies and interests?

<p>Do you have any children, if so how many?</p> <p>What are the ages?</p>
<p>Do you have any pets if so how many and details of breed and age?</p>
<p>Do you smoke, if so how many per week?</p>
<p>Do you use recreational drugs not prescribed by a health professional?</p>

<p>Identity Check</p> <p>As you are applying for a rental accommodation we must take a copy of your Identity documents to ensure you are the person you say you are when entering into the tenancy.</p> <p>Please could you email a photocopy or photo of two forms of identity documents to enquiries@johnshousing.com</p>
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REFERENCES	
Please complete details for <u>two</u> referees who can comment on your character, interest and hobbies.	
1 st Referee	Name:
Relationship to Applicant:	
Organisation Name:	Job Title:
Address:	
Phone Number:	Fax:
E-mail:	
<p>Do we have permission to contact your referee prior to offer of conditional tenancy?</p> <p>If this person is not available, who else can we contact?</p>	
2 nd Referee	Name:
Relationship to Applicant:	
Organisation:	Job Title:
Address:	
Phone:	Fax:
E-mail:	

Do we have permission to contact your referee prior to offer of conditional tenancy?

If this person is not available, who else can we contact?

For the purposes of the Data Protection Act (1998), I consent to the information contained in this form, and any information received by or on behalf of housing application form relating to the subject matter of this form, being processed by them in administering the application process.

By completing this form I declare that all the information on this application form is true and correct.

Signature:

Date:

Note: All candidates applying for housing will be required to sign and date this form if offered a tenancy.

For Postal Applications, please return the completed form by post to:

Johns Housing LTD

Po Box 547

Middlesbrough

TS1 9HG

For Online Applications, please e-mail the completed form to: enquiries@johnshousing.com

-This is The End of The Application Form-