



SFPM

Personal Details Application Form

Personal Details

Full Name: _____ D.O.B: _____

Address: _____

_____ Post Code: _____

Phone Number: _____

Email: _____

Next of Kin

Full Name: _____

Address: _____

_____ Post Code: _____

Phone Number: _____

Email: _____

Right to Rent

Right to Rent (To be completed by Steele Family Property Management). Documentation provided must meet government standard. Additionally, the document(s) provided will be photocopied and saved for Steele Family Property Management's record.

Group 1 (Permits Permanent Right to Rent in UK) []

Document Received: _____

Passport Number: _____

ID Number: _____

Driving Licence Number: _____

Group 2 (Two Documents Required to Permit a Permanent Right to Rent in UK) []

Documents Received: 1) _____

Documents Received: 2) _____

List B (Permit Holder to Time-Limited Right to Rent in UK) []

Document Received: _____

Valid Until: / /

Financial Check

Please select the data you wish to provide in order for Steele Family Property Management to conduct the required financial check.

Bank Statement (Last 3 months) []

Employment Contract / Payslips (Last 3 months) []

Proof of Benefit Entitlement []

Self Employed []

UTR Number: _____

Date of Self Employment: _____

Accountants Email: _____

Accountants Number: _____

Monthly Salary (Approx) : _____

Furthermore, if necessary Steele Family Property Management may conduct a credit check on the tenant. By signing, you are granting permission for Steele Family Property Management to carry out said checks.

Full Name: _____

Signature: _____ Date: _____

Reference

Please provide accurate, up to date details for your chosen reference.

Previous Landlord []

Current Employer []

Chosen References:

Full Name: _____

Address: _____

_____ Post Code: _____

Phone Number: _____

Email: _____

Holding Deposit

If a holding deposit has been transferred, the amount will be deducted from the tenants 'initial invoice'.

	Yes	N/A
Holding Deposit Received:	[<input type="checkbox"/>]	[<input type="checkbox"/>]

Amount: £ _____

Date Received: _____

Landlords Full Name: _____

Landlords Signature: _____ Date: _____