LPS
Letting Protection Service

Quick Tenant Check Application Form

SECTION 1 – YOUR DETAILS

Title: **First Name:**

Surname:

Company: *(optional)*

Email:

Date of Birth: / / *(must be over 18)*

House No. **House Name:**

Street:

City/Town: **Postcode:**

SECTION 2 – TENANCY DETAILS

The details of the property being let on the tenancy agreement.

House No. **House Name:**

Street:

City/Town: **Postcode:**

SECTION 3 – THE CURRENT DETAILS OF YOUR PROSPECTIVE TENANT

Title: **First Name:**

Surname:

Previous Surname: *(if applicable)*

Date of Birth: / / *(must be over 18)*

House No. **House Name:**

Street:

City/Town: **Postcode:**

Period at Address: *(years)* *(months)*

Prospective Tenant's Annual Income: £

Share of Rent (Monthly): £ *(this prospective tenant)*

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SECTION 4 – PREVIOUS ADDRESS (IF APPLICABLE) OF THE PROSPECTIVE TENANT

If you've lived at the address In Section 3 for less than 1 year please provide your previous address.

House No. **House Name:**

Street:

City/Town: **Postcode:**

SECTION 5 – DECLARATION

I hereby confirm that the information provided by me is, to the best of my knowledge, true and that the results of the findings will be forwarded to the appointed landlord and may be accessed again should I apply for a tenancy agreement in the future. I agree that LetsXL Limited (the Data Controller) may search the files of a credit reference agency which will keep a record of that search. I also agree that any search will be made on an 'opt in' basis. I also understand that no details of the search will be given to me by the landlord but I may request the name and address of the credit reference agency to whom I may apply for a copy of any information provided. I also confirm that, in the event of my defaulting on the rental agreement, any such default may be recorded with the credit reference agency and may affect any future application for credit I may make.

Signed: **Date:** / /

GUIDANCE NOTES FOR TENANTS COMPLETING THIS FORM

You may be requested to provide proof of identity with your application form. Acceptable proofs of identity include:

- Utility Bills
- Council Tax Bill
- Mobile Phone Bill
- Credit Card Statements

All of our terms and conditions can be found at www.lettingprotection.com

NOTES FOR LANDLORDS

When the application form is returned you should verify the details before commencing your application process.

You will be acting as a 'Data Controller'. Your responsibilities as such are detailed on the website (www.lettingprotection.com).

IMPORTANT - IF YOU WISH TO PURCHASE RENT GUARANTEE AFTER COMPLETING THE QUICK CHECK

Rent guarantee is only available for tenancies let on an Assured Shorthold Tenancy (AST). You will be asked to confirm this when you submit your rent guarantee application.

You will be required to hold proof of identity for any prospective tenant and provide this information to us in the event of a claim.

A LPS Rent Guarantee is only valid if all tenants on a tenancy agreement have been referenced by ourselves.

The prospective tenant must confirm the property as their principle residence.

You should familiarise yourself with the full Policy Terms and Conditions which, with additional information, can be found at www.lettingprotection.com