



## COMPANY APPLICATION FORM

Please ensure this form is filled in completely otherwise your application will be delayed

Belvoir (Nottingham Central)  
65 Castle Boulevard, Nottingham NG7 1FD  
**0845 890 0090**  
*nottingham@belvoirlettings.com*

Negotiator

Full Reference

Rent Guarantee

### Address of Property to be Let

Address		Post Code	
Total rent for this property	per month		
Tenancy Term	Years	Months	Tenancy Start Date

### TO BE COMPLETED BY THE COMPANY

Full Company Name			
Contact Name			
Contact Position			
Company Registration Number		Date of company formation	
Current Business Address			
			Post Code
Tel	Fax	Email	
Period at address	Years	Months	

Do you own property? Yes  No

Commercial Tenant? Yes  No

Has the company any adverse credit history? Yes  No   
(If yes, please detail on a separate sheet)

### If the company is a subsidiary, please give details of the holding company

Name		Address	
			Post Code
Tel	Fax	Email	
Registration Number			

**Managing Agent Of Your Current Residential Property (if applicable)**

Name				Address		
				Post Code		
Tel (inc code)				Fax No.		
Email						

*If property not held for last three years, please provide previous address(es) and dates of occupation, attaching separate sheet if necessary*

Address (2)						
				Post Code		
Period at address				Years		
				Months		

**Accountants/Auditors Details**

*Please authorise your accountant/auditor to provide a reference*

How long has this company acted for you?			Years			Months		
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Company Name			Contact Name and Position					
Address								
				Post Code				
Tel			Fax			Email		

**Solicitors Details**

Practice Name			Contact Name and Position					
Address								
				Post Code				
Tel			Fax			Email		

**Bank / Building Society Details Current account only**

Company Name				Address				
			Tel			Post Code		
A/c name			A/c no.			Sort Code		

**Proprietor/Partners/Directors Details (Please Specify)**

Name			Address				
				Post Code			
Date of Birth			Tel No.				

**Trade Reference (1)**

Name		Address	
			Post Code
Tel		Fax	Email

**Trade Reference (2)**

Name		Address	
			Post Code
Tel		Fax	Email

**Full names of proposed occupiers**

Position in Company		Marital Status	
Ages of Children		Smokers/Non Smokers	
Nationality		Details of any pets	

Are the utility bills paid by the occupier?  Or company?  Please tick

**DECLARATION**

I hereby confirm that the information provided by me is to the best of my knowledge true. I consent to this information being verified by contacting the third parties detailed in this form. I understand that the results of the findings will be forwarded to the appointed letting agent and/or landlord and may be accessed again should the Company default on its rental payment or apply for a new tenancy agreement in the future. I agree that Belvoir Lettings or their approved agent may search the files of a Credit Reference Agency and IDS Ltd, the insurance industry's data collection agency, which will keep a record of that search. I understand that the Company may request the name and address of the Credit Reference Agency to whom it may then apply for a copy of the information provided. I understand that the information provided by me may be transferred to a country outside of the EU for the purposes only of processing this referencing application, notwithstanding such transfer, Belvoir Lettings will remain the Data Controller for the purposes of this application.

I also understand that in the event of the Company defaulting on the rental payment, that any such default may be recorded with the Credit Referencing Agency and IDS Ltd, who may supply the information to other credit companies or insurers in the quest for the responsible granting of tenancies, insurance and credit.

I understand that in the event of any default by the Company in respect of the covenants in its tenancy agreement with its landlord, the information contained herein may be disclosed to Belvoir Lettings and/or one or more tracing companies and/or debt collection agencies in order to recover any monies due or to trace the Company's whereabouts.

I hereby authorise the above named bank or Building Society to respond to status enquiries made in respect of this application. I confirm that I am a Director of the applicant Company and am duly authorised to make this declaration on its behalf.

**For and on behalf of the company**

Sign \_\_\_\_\_

Print \_\_\_\_\_

Position Held \_\_\_\_\_

Date \_\_\_\_\_