

# BEVERS PROPERTY MANAGEMENT (Ltd)

Management for Landlords & Property Lettings

Property Address that you are applying for:	
Date Application Made to Office:	

<u>PERSONAL DETAILS</u>	Tenant 1	Tenant 2
Tenant Name:		
Telephone Number:		
Current Address:		
Postcode:		
Current Landlord:		
Time at current address:		
Current Landlord Telephone number:		
Tenant Date of Birth:		
Tenant National Insurance Number:		
Tenant Email Address:		

## WORK REFERENCES

Place of work:		
Length of employment		
Have you had any long term absence?		
Contact Name for reference		
Telephone number		
Email Address		

## LHA CLAIMANTS

Type of Claim		
Is LHA paid direct to you or your landlord?		
How long has your claim been in place?		

Children Details	Male (Please tick)	Female (Please tick)	Age
Child 1			
Child 2			
Child 3			
Child 4			
Child 5			
Child 6			
Others			

**GRIMSBY OFFICE** - Telephone: 01472 507095  
 23 Wellowgate, Grimsby, North East Lincolnshire, DN32 0RA  
 Email: [office@bevers.co.uk](mailto:office@bevers.co.uk)

[www.bevers.co.uk](http://www.bevers.co.uk)



Company Registration Numbers: 05907693 (Grimsby) & 06621901 (Hull)

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<b>PERSONAL DETAILS (Please tick as appropriate)</b>	<b>Yes</b>	<b>No</b>
Does any prospective tenant smoke?		
Does any prospective tenant have pets?		
Has any prospective tenant ever been evicted from a previous property?		
Have you ever been issued with ANY type of notice from your landlord or agent?		
<b>If you answered yes to any of the Personal details questions, please give FULL details in the section below:</b>		

I/We consent to Bevers Property Management (Ltd) carrying out reference checks and credit checks where required:

Tenant 1 Sign: \_\_\_\_\_  
Print Name: \_\_\_\_\_

Tenant 2 Sign: \_\_\_\_\_  
Print Name: \_\_\_\_\_

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## GUARANTOR

**Important Guarantor Information:** By acting as guarantor for any tenant, you agree that your liability as guarantor will continue for the life of the tenancy whether it be fixed term or periodic. This means that once the initial 6 month fixed term agreement has expired and the tenancy agreement becomes periodic that your liability as guarantor will continue for as long as the tenancy continues and up to the date that the tenancy is legally ended either by the tenants giving valid notice as per the terms of the tenancy agreement or by the tenancy being legally ceased by the Courts or Bevers Property Management (Ltd).

**THE GUARANTORS SIGNATURE UPON THIS DOCUMENT AND ANY SUBSEQUENT TENANCY AGREEMENT CONFIRMS ACCEPTANCE OF THE ABOVE TERMS**

<u>PERSONAL DETAILS</u>	Guarantor 1	Guarantor 2
Guarantor Name:		
Telephone Number:		
Address:		
Postcode:		
Guarantor Date of Birth:		
Guarantor National Insurance Number:		

## WORK REFERENCES (If applicable)

Place of work:		
Length of employment		
Have you had any long term absence?		
Contact Name for reference		
Telephone number		
Email Address		

I/We consent to Bevers Property Management (Ltd) carrying out reference checks and credit checks where required and fully understand that by signing and standing as guarantor for any tenancy that the guarantor/s is liable for any rent or monies due and remaining unpaid under the terms of the tenancy agreement once it has commenced until it is legally ceased:

**Guarantor 1 Sign:** \_\_\_\_\_  
Print Name: \_\_\_\_\_

**Guarantor 2 Sign:** \_\_\_\_\_  
Print Name: \_\_\_\_\_

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**PLEASE NOTE THAT REFERENCES WILL NOT BE TAKEN UNTIL THE ADMINISTRATION FEE OF £200 HAS BEEN PAID. (Note that the administration fee is per PROPERTY and NOT per tenant).**

PLEASE DO NOT GIVE FALSE INFORMATION ON ANY PART OF THIS APPLICATION FORM. WE WILL VERIFY ALL INFORMATION GIVEN AND IF ANY IS FOUND TO BE FALSE, YOU WILL FORFEIT YOUR RIGHT TO A REFUND OF YOUR ADMINISTRATION FEE AND YOU WILL BE REJECTED FOR THIS AND ANY FURTHER PROPERTIES.

The administration fee covers the cost of referencing both the tenant and the guarantor and is FULLY REFUNDABLE if the tenant is NOT successful in securing the property and they have not provided false information.

**APPLICATIONS THAT ARE NOT SIGNED BY ALL PARTIES AND DO NOT HAVE ALL SUPPORTING DOCUMENTATION FOR EACH TENANT ATTACHED WILL NOT AND CANNOT BE PROCESSED, PLEASE ENSURE YOU SIGN WHERE REQUIRED & PROVIDE THE INFORMATION REQUESTED BELOW**

### Reference Information Checklist

**PLEASE ENSURE THAT YOU COMPLETE AND SUBMIT ALL PAGES, APPLICATIONS WILL NOT AND CANNOT BE PROCESSED WITHOUT ALL PAGES BEING PRESENT**

Required Information	Tenant 1	Tenant 2
Bank / Building Society Statements (Last 2 months)		
Photographic Identification (Passport OR Driving Licence)		
Proof of current address (Utility bill less than 1 month old)		
LHA Statement from Local Authority (Last 2 months) - IF APPLICABLE		
Administration Fee (Only one per application required)		

Required Information	Guarantor 1	Guarantor 2
Bank / Building Society Statements (Last 2 months)		
Photographic Identification (Passport OR Driving Licence)		
Proof of current address (Utility bill less than 1 month old)		

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