

Antony Richards Property Services

Specialist Residential Letting Agents

Leasehold Property Managers

Chartered Surveyors

Agricultural Valuers

10 Market Place, Penzance, TR18 2JA Tel: 01736 366544

APPLYING FOR A TENANCY OF A RENTAL PROPERTY

- 1. Complete ALL SECTIONS of the attached form, and SIGN the 'Authorisation' section.
- 2. Return the completed form with the following documents:-
 - (a) a bank statement or utility bill confirming your current address, and
 - (b) either:- (1) your passport or (2) your driving license and birth certificate.
 - We must see the **ORIGINALS** of these documents photocopies will not be accepted.
- 3. If a guarantor is required, a guarantor's reference form must be completed and returned to us. The form can be collected from our offices or downloaded from our website: www.antonyrichards.co.uk
- 4. We will process your application form through an independent referencing company called 'Rent4Sure'.
- 5. Once an acceptable reference is received, a tenancy start date can be agreed. The deposit is the equivalent of 5 weeks rent, and this will be required with the rent in advance prior to the tenancy commencement date.
- 6. Below is an 'Affordability Chart' which shows what your income needs to be for the monthly rental amount. E.g. for a property at £500pcm, you will need an income of £15,000 per year. If you do not have sufficient income, a guarantor will be required with an income of £18,000 per year (excluding benefits).

Monthly Rent	Tenant Guarant		
400	12000	14400	
420	12600	15120	
430	12900	15480	
440	13200	15840	
450	13500	16200	
460	13800	16560	
470	14100	16920	
480	14400	17280	
490	14700	17640	
500	15000	18000	
510	15300	18360	
520	15600	18720	
530	15900	19080	
540	16200	19440	
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610	18300	21960	
620	18600	22320	
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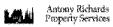
Monthly	Tenant	Guarantor		
Rent	Income	Income		
640	19200	23040		
650	19500	23400		
660	19800	23760		
670	20100	24120		
680	20400	24480		
690	20700	24840		
700	21000	25200		
710	21300	25560		
720	21600	25920		
730	21900	26280		
740	22200	26640		
750	22500	27000		
760	22800	27360		
770	23100	27720		
780	23400	28080		
790	23700	28440		
800	24000	28800		
810	24300	29160		
820	24600	29520		
830	24900	29880		
840	25200	30240		
850	25500	30600		
860	25800	30960		

Monthly	Tenant	Guarantor
Rent	Income	Income
870	26100	31320
880	26400	31680
890	26700	32040
900	27000	32400
910	27300	32760
920	27600	33120
930	27900	33480
940	28200	33840
950	28500	34200
960	28800	34560
970	29100	34920
980	29400	3 5280
990	29700	35640
1000	30000	36000
1020	30600	36720
1050	31500	37800
1080	32400	3 8 880
1100	33000	39600
1120	33600	40320
1150	34500	41400
1180	35400	42480
1200	36000	43200
1250	37500	45000





Full Reference Application Form





Please return this form to Antony Richards Property Services. Asterisks (*) indicate a field is mandatory.

Agency Details		
Letting Agent Name *	Letting Agent ID *	
Antony Richards Property S	ervices 6545	
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Property Details		
Total Monthly Rent *		
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Title (e.g. Mr. Mrs, etc.) * First Name *	Middle Name *	Last Name *
Date of Birth (dd/mm/yyyy) *	Telephone Number *	Mobile Number *
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Email Address *	Previous Full Name (if you	r name has changed in the last 6 years)
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Family	Single		Couple	Sharer			Addition
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Authorisation				
I confirm that the information provided in this application form is true, accurate and complete. I understand that the information that I have submitted will be used in order to assess my suitability to be granted a tenancy agreement, or to be named on the tenancy agreement as a Guarantor, or to verify my identity to prevent and detect crime and money laundering, and acknowledge that the information that I have provided will be shared with third parties for this purpose. I understand and agree that current or former employers, landlords and letting agents may be asked to provide additional information about me or to verify information that I have provided, calls for which are recorded for training and monitoring purposes. I further acknowledge that the information that I have provided will be submitted to credit reference agencies in order that a credit check can be conducted. I understand that Rent4sure Ltd is not entitled to disclose a copy of my credit report to me but that I may obtain a copy of the report by applying to the relevant credit reference agency directly. I understand that I may be refused a tenancy, or may be found unsuitable to act as a Guarantor, as a result of the searches and references obtained by Rent4sure Ltd. I acknowledge that the referencing services provided are provided to the letting agent or landlord (as the case may be), and agree that I shalf not seek to hold Rent4sure Ltd liable for such refusal nor shalf I seek to bring any claim against Rent4sure Ltd for any loss or damage suffered by me as a result of such refusal. By ticking this box I agree to Rent4sure Ltd contacting me by e-mail and/or telephone regarding other goods and services that may be of interest to me, such as broadband, utilities, telecommunications and insurance products. Rent4sure Ltd may also on occasion share your personal data with third parties, such as the providers of these products, if you tick the box, If you change your mind in the future you can withdraw your consent at any time by contacting us (us				
Applicant's Name *	Applicant's Signature *	Date (dd/mrlyyyy) *		
Home Setup				
companies, so you're all set for the day you move in	nge to get all your existing services set up. That's why n. Check out our partner's services below, and if any of ner information about each service you've expressed ar	them look useful, tick the "Opt-In" checkbox. If your		
Broadband and Media Packages Virgin Media/Home Telecom	Tenants Liability Insurance Rentguard			
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Supplementar	y Orders (for use	by Antony Richard	Is Property Servic	es only)	
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