

**Application for Tenancy at Glawood House, Sompting Road, Worthing, West Sussex BN14 9ER**



If you would like to be put on our waiting list, with no obligation, please print out this form and send it by post to **Glawood House, The Old Bakehouse, 22 South Street, Lancing, West Sussex, BN15 8AG:**

**1. Applicant's Personal Details**

Full Name	Mr / Mrs / Miss / Ms		
Date of Birth		National Insurance Number	
Daytime Telephone Number			
Mobile Telephone Number			
Email Address			
Have you ever been known by any other name? If yes, please provide details and dates	Yes / No		

**2. Address - Please supply your address(es) during the last 3 years starting with your current address. Continue on a separate sheet if necessary.**

Lived there From / To	Address in full including full postcode (must be provided)	Landlord's Name, Tel, Fax/email If owner - Mortgage details including name and address of lender and account no.

**3. Current Mortgage/Rent**

Monthly repayments rent/mortgage £	Are you claiming Housing Benefit? Yes / No
------------------------------------	--

**4. Employment now/prior to retirement**

Name and address of your present employer (or last job you had):		
Name and contact details of your work		Your job/title or description
Tel no:	Fax no:	
Email address:		
Dates of Employment	From	To
Present Salary £	Per week / month / year	Other income £
Or Present Pension £	Per week / month / year	Details
Are your employment circumstances likely to change in the period of the tenancy / the next year (whichever is shorter)? If so, how?		

**5. Bank Details**

Name of Bank (or Building Society)	Sort code
Address of Branch	Account Number

**6. State of Health**

Please give a brief history
Hobbies

**7. Other**

Do you have a pet?    Yes / No      If yes, please detail:
Do you smoke?    Yes / No      If yes, how many per day?

**8. Contacts**

Next of Kin (or person to be contacted in the event of an emergency)	Relationship
Address	Day Tel. No: Evening Tel. No:

**8. Applicant's Consent**

I hereby expressly consent to my personal details including any forwarding address at the termination of any tenancy being passed to the landlord and/or to the utility company and/or to the local authority. **I understand that other than for reasons outlined above, all information will be treated as confidential.**

**Signature:**.....  
**Date:**.....

**13. Declaration**

- 13.1 I am applying for a tenancy on the basis that the property or accommodation will be my main or only home.
- 13.2 I give permission for enquiries to be made based on the information I have provided to establish my status.
- 13.3 I also certify that I do not
  - o have any County Court Judgements against me
  - o owe money to any Housing Benefit Department or any Local Authority
  - o owe monies or dilapidation monies to any previous Landlord
  - o have substance or alcohol abuse problems

**Signature:**.....  
**Date:**.....

**IF YOU KNOWINGLY SUPPLY FALSE INFORMATION IT MAY BE USED BY THE LANDLORD TO SEEK POSSESSION OF THE PROPERTY UNDER GROUND 17 OF THE HOUSING ACT 1988 (AS AMENDED BY SECTION 102 OF THE HOUSING ACT 1996).**

The information on this form is for the sole use of the Landlord only for the purpose of letting. No information contained therein will be divulged to any third party, unless the Tenant defaults.

