



APPLICATION FOR RENTAL PROPERTIES

Property Details

Property: _____

Monthly Rental Amount: _____

Proposed Move in Date: _____

Personal Details (Main Applicant)

Full Name: _____

Current Address: _____

Time at Address: _____

Reason for leaving: _____

If less than 3yrs please
give previous address: _____

Reason for leaving: _____

Telephone Number _____

Email Address _____

Date of birth _____

National Insurance Number _____

Are you a smoker? YES/NO

Pets? YES/NO Type & number of Pets _____

Who else will be living in the property? _____

Number of children (Living at the property) _____

Name of Children: _____

Date of birth: _____

Employment Details

Employer's name _____

Employers address _____

Employer's phone number _____

Length of time with current employer _____

Job Title _____

Current Salary _____

If Unemployed

Please give details on current benefit entitlement or how the rent will be paid.

Guarantor Details – (Please note this must be a homeowner within N.Ireland and be able to provide ID and a rates bill/mortgage statement)

Guarantors name _____

Guarantors address _____

Guarantors phone number _____

Relationship of Guarantor to Tenant _____

Please provide contact details for a previous landlord or letting agent.

Property Address: _____

Contact Name: _____

Company Name: _____

Phone Number: _____ Email Address _____

**Before signing this form, please ensure all parts of the form is completed.
Please include any ID and Address Verification as per our Information Sheet.**

Failure to do so will result in you application being made invalid.

Declaration

I confirm that the information given is to the best of my knowledge and belief to be true and correct.

Please sign below to confirm that you wish to apply for the property stated above and that you consent to your information being shared with third parties.

Applicant Signature _____

Date _____

Second Applicant

Personal Details

Full Name: _____

Current Address: _____

Time at Address: _____

If less than 3yrs please give previous address: _____

Telephone Number _____

Email Address _____

Date of birth _____

National Insurance Number _____

Are you a smoker? YES/NO

Employment Details

Employer's name _____

Employers address _____

Employer's phone number _____

Length of time with current employer _____

Job Title _____

Current Salary _____

If Unemployed

Please give details on current benefit entitlement or how the rent will be paid.

Guarantor Details – (Please note this must be a homeowner within Northern Ireland and be able to provide ID and a rates bill or mortgage statement)

Guarantors name _____

Guarantors address _____

Guarantors phone number _____

Relationship of Guarantor to Tenant _____

Declaration

I confirm that the information given is to the best of my knowledge and belief to be true and correct.

Please sign below to confirm that you wish to apply for the property stated above and that you consent to your information being shared with third parties.

Applicant Signature _____

Please send completed applications, Identification, and address verification to:

**Abbey Real Estate
46 – 48 Main Street
Ballyclare
BT39 9AA**

**Contact: 02893323136
Email: info@abbeyrealestate.co.uk**

INFORMATION SHEET

If a deposit is paid to hold a property and you change your mind a fee of 50% in respect of the deposit will be applicable.

First month's rent, deposit & £75.00 Fee to be paid in advance, further monthly payments being made by standing order.

Please note if you are accepted for the property, you would then be processed through our soft search system. All details including guarantor and references will be required before you are accepted to the property.

Your Guarantor will be required to visit our Ballyclare office and complete a form. ID and either a Rates Bill or Mortgage Statement along with your National Insurance Number MUST be provided.

A Guarantor will be required in **ALL cases. The guarantor must be a homeowner and be from Northern Ireland.**

All tenants must be over 20 years old.

All tenants must provide photographic identification and address verification – see below. This should be provided along with your application.

DSS Tenants: All requirements as above. All rental payments by the Housing Executive to be paid direct to ‘Abbey Real Estate’. As you may be aware the Housing Executive may not meet the full rental payment. You will be responsible for any extra payments that are required.

IDENTIFICATION AND ADDRESS VERIFICATION

Acceptable Personal Identity Documents

- Current in date signed passport
 - Current in date Full or Provisional Driving Licence
 - Utility bill – NIE/BT/RATES – issued within the previous 3 months. A mobile phone bill is not acceptable.
 - Bank/Building Society statement and/or the previous 3 months payslips.
-