**Property Address:**

**For agent to complete:**

**Agreed rent: Term:**

**STUDENT APPLICATION FORM**



|  |  |
| --- | --- |
|  | Your Details |
| **Full Name** |  |
| **Current Address** |  |
| **Contact No:** |  |
| **Email Address:** |  |
| **Date of Birth:** |  |
| **Nationality:** |  |
| **National Insurance Number (UK Residents):** |  |
| **Student Number:** |  |
| **Copy of Student ID card:** |  |
| **Photo ID**  Please indicate what photo ID you are attaching to the email when returning this form.  (Passport is preferred or multiple forms of ID are necessary to carry out checks) | *We are legally required to carry out right to ‘right to rent checks’ relating to the Immigration Act 2014. As such we require proof of eligibility for residence (residence permit / Student Visa)* |
|  | About Your Studies |
| **Current University year: (ie 1st / 2nd /3rd)** |  |
| **Course Studying:** |  |
| **Course Department**  **(ie: Business, Science, Sports)** |  |
|  | Financial Details |
| **How will you be funding the rental payments?** |  |
| **Please indicate how you would like to pay your rent?** (Termly / yearly) |  |
| **Do you have a UK Bank Account:** |  |
| **Would you be able to provide a UK guarantor if required?** | If you are unable to provide a UK guarantor, you may be asked to pay the total amount rent due for the term of the tenancy in advance of the start of the tenancy. |
|  | Other Details |
| **Next Of Kin Details**  Name  Address  Contact Telephone Number  Email: |  |
|  |  |
| **Guarantor Details** (if applicable)  Name  Address  Contact Telephone Number  Email  Date of Birth |  |
|  |  |
| **End of Tenancy Correspondence Address:** |  |
| Declaration | |
| I understand that I am applying to rent the above property on a joint and several liability Assured Shorthold Tenancy on accordance with the tenancy terms details at the top of the application.  I understand that I have paid 1 weeks rent as a holding deposit. This payment is non-refundable if for any reason I decide not to proceed with the application, or I have supplied you with false information.  I confirm that all information I have provided on this application is true and I have not provided you with any false information.  I consent to you contacting my guarantors to confirm their acceptance of acting as guarantor.  Signed…………………………………………………………………………………….Date……………………………………………. | |

**What Happens Next?**

*We will start the right to rent checks. We will also contact your guarantor. Please ensure they are aware we will be contacting them. We will be asking your guarantor to sign a guarantor agreement.*

*Once the right to rent checks are completed, we will contact you to arrange to sign the tenancy agreement. The agreement will be sent in advance to you to ensure you are able to read and review before signing.*

*If we haven’t already met, you in person we will need to see you with your photo ID before the start of tenancy. An ideal way to do this is to come to our office with your ID and sign the tenancy agreement. However , don’t worry if this is not possible as the agreement can be signed remotely and we can arrange another time to meet you with your ID before we hand you the keys to the property.*

*Please note that the tenancy agreement will be sent to you via email. If we do not receive the signed agreement back from you or you have not contacted us to make arrangements to sign the agreement in our office within 14days of the agreement being sent to you we will assume you have decided not to continue with the tenancy and start to remarket the property.*

*Please ensure you check your emails regularly and contact us if you do not receive the tenancy agreement.*

*Your first rent payment and the security deposit are due to be paid two weeks prior to the start of tenancy and we will need to see evidence of the standing up set up with your bank for all future rent payments (screen shot acceptable)*

**Please RETURN this form to our office at Francis Louis House, Belmont Road , Exeter , Devon , EX1 2HF or send to info@francislouis.co.uk**