



**JOHN GOODWIN**

13 Worcester Road, Malvern, Worcestershire, WR14 4QY

Telephone: 01684 892809 Fax: 01684 572810 E-mail: Malvernlets@johngoodwin.co.uk

**RENTED ACCOMMODATION REGISTRATION FORM**

**PLEASE NOTE ALL QUESTIONS MUST BE COMPLETED**

**1<sup>st</sup> Applicant**

**2<sup>nd</sup> Applicant**

**1. Title:** Mr/Mrs/Miss/Ms/Other.....  
First Name.....  
Surname.....

**Title:** Mr/Mrs/Miss/Ms/Other.....  
First Name.....  
Surname.....

**2. Address.....**  
.....  
.....  
Postcode.....

**Address.....**  
.....  
.....  
Postcode.....

**3. Contact Numbers:**

Daytime.....  
Evening.....  
Mobile.....  
E-mail address.....

Daytime.....  
Evening.....  
Mobile.....  
E-mail address.....

**4. Present Accommodation:** Rented/Owned/Other.....

**5. Will any other person be living in accommodation (if yes, please specify)**

.....

**Children (please give ages):** Boys..... Girls.....

**7. Do applicants smoke:** Yes/No

**8. Do applicants have any pets (if yes, please specify number & type).....**  
.....

**9. Employment status...(e.g. ;employed, unemployed, starting new, self employed) .....**

**10. Please circle/delete as appropriate to indicate your requirements:**

House/bungalow/flat      Terraced/semi-detached/Detached      Garage/car parking  
Garden      Unfurnished/furnished/either

**11. Minimum number of bedrooms:** 1 2 3 4 or more

12. Rent maximum (per calendar month) £. ....

13. Date accommodation required by .....

14. Will Housing Benefit payments be required: Yes/No

14. Any other specific requirements please give details: .....

.....  
.....  
.....

15. Property interested in.....

16. If you would like to be sent our weekly lettings list for our available properties, please tick which option you would like to be contacted by:

Email                       Post                       SMS Text Message

We are now on Twitter and Facebook! So make sure you follow us to get news of our latest properties the moment they

become available!    [www.facebook.com/johngoodwin.malvern](http://www.facebook.com/johngoodwin.malvern)    Follow us on Twitter @JGMalvernLets



**TERMS & CONDITIONS:** This application form is to register your interest in rented accommodation and does not constitute a promise or agreement to let accommodation.

Once a property is offered each successful applicant is required to sign an agreement, pay rent in advance, pay a deposit and costs as specified at the commencement of the tenancy. All lettings are also subject to signing of an Inventory of Contents & Schedule of Condition. Please note this application form will only be kept on our books for **a maximum period of 3 months** and will be cancelled without notice being given to the applicant(s). All references will include a credit search. This information will be held on a computer database and will be held in accordance with the Data Protection Act.

I/We hereby certify that all entries are true and accurate, correct to the best of my/our knowledge and that I/we have read the above terms and conditions.

**Signed:** .....                      **Date:** .....

**Signed:** .....                      **Date:** .....



**JOHN GOODWIN**

**RESIDENTIAL LETTINGS**

**ONCE YOU HAVE BEEN ACCEPTED AND A PROPERTY HAS BEEN OFFERED TO YOU**

**TO PROCEED WITH LETTING ONE OF OUR PROPERTIES WE WILL REQUIRE THE FOLLOWING:**

**Administration fee of £175.00 and each subsequent applicant thereafter will be £50.00 and credit search and referencing forms to be completed. If after you have paid your fees you choose to withdraw from the application, these fees will still apply.**

**ALL PROPERTIES ARE OFFERED AS SEEN  
AND ARE SUBJECT TO AVAILABILITY**

**Please note that in making your payment you agree to the above Terms and Conditions.**

We will require two forms of identity as proof of identity and residency:  
Proof of Benefit payments (if applicable)  
Passport  
or Driving Licence  
or Utility Bill addressed to the applicant  
or a Bank Statement/Credit Card Statement

### **PAYMENTS REQUIRED**

Cheques made payable to **John Goodwin** to accompany this application  
(Credit and Debit Cards are accepted)

Deposit and Rent payments must be made prior to the start of the Tenancy  
and can be paid by

Bankers Draft, Cards (Credit Cards have a 2% charge, if you are using a card 5 days are needed to clear) Building Society  
Cheque or Personal Cheque 5 working days before the start of the Tenancy

Please return your application via post, hand or fax to:-

John Goodwin FRICS, Rental Department, 13 Worcester Road, Malvern WR14 4QY

**MALVERN**

Tel: 01684 892809 (option2) Fax: 01684 57281