

# TENANCY APPLICATION FORM

- 1 Applicants MUST be in housing need in South Lakeland. Preference will be given to those with local connections.
- 2 Please print in CAPITALS
- 3 ALL questions must be answered. Write NONE where relevant. Incomplete applications will not be considered.
- 4 Return the completed form to: Lakeland Housing Trust, Libra House, Murley Moss Business Village, Oxenholme Road, Kendal, Cumbria LA9 7RL

Property Address:
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How did you hear about the property vacancy? <i>(please tick)</i> Newspaper advert <input type="checkbox"/> Word of Mouth <input type="checkbox"/> Website <input type="checkbox"/> To Let board at the Property <input type="checkbox"/> Other <i>(please specify)</i> _____
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	<b>About You</b> <i>(the applicant)</i>	<b>Your Partner</b> <i>(if applicable)</i>
1.1	Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/>	Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/>
	Surname <input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>
	First names <input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>
1.2	Date of birth <input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>
1.3	Place of birth <input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>
1.4	Present address <input style="width: 95%;" type="text"/>	<i>if different</i> <input style="width: 95%;" type="text"/>
	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>
	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>
	Postcode <input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>
1.5	Contact telephone and/or mobile <input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>
	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>
	Email <input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>
1.6	Date you came to this address <input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>

1.7 List all children and other adults who will be living with you. Do NOT include yourself or your partner. If living less than full time with you mark X in box

Full name	Birth date	Place of birth	Relationship to you	X

You

Your Partner

1.8 How long have you lived in the South Lakeland area?

1.9 Your previous addresses over the last 10 years. Please begin with the most recent.

Address



Dates

From To

From To

Reason for Leaving

Address



Dates

From To

From To

Reason for Leaving

Address



Dates

From To

From To

Reason for Leaving

1.10 Schools attended with dates

1.11 Local Family Connections

Other members of your families (eg parents, grandparents) who have lived/are living in South Lakeland

Name	Address	Years resident	Relationship to you or your partner

1.12 Children currently attending schools/colleges

Name	Age	School/college

1.13 Details of any pets

Type of pet	Age	Years owned by you

**2 Employment Details**

You

Your Partner

2.1 Occupation

2.2 Employer's name & address

<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

2.3 Any others living with you, as listed in 1.7, who are employed:

Name	Employer's name	Employer's address

2.4 Apart from your employment are you or your Partner involved in any local voluntary community activities? Give brief details:

<input type="text"/>
<input type="text"/>
<input type="text"/>
<input type="text"/>
<input type="text"/>
<input type="text"/>
<input type="text"/>
<input type="text"/>

**3 Financial Circumstances** - This section **MUST** be completed IN FULL

3.1 TOTAL WEEKLY household income from ALL wage earners before deductions. Please enclose copies of your last 3 pay slips. These will be returned to you.

	You	Your partner	Other wage earners
Earned income per WEEK	£ <input type="text"/>	£ <input type="text"/>	£ <input type="text"/>
<i>Other income per WEEK</i>			
State Pension	£ <input type="text"/>	£ <input type="text"/>	£ <input type="text"/>
Occupational Pension	£ <input type="text"/>	£ <input type="text"/>	£ <input type="text"/>
Family Credit	£ <input type="text"/>	£ <input type="text"/>	£ <input type="text"/>
Disability Benefit	£ <input type="text"/>	£ <input type="text"/>	£ <input type="text"/>
Income Support	£ <input type="text"/>	£ <input type="text"/>	£ <input type="text"/>
Housing Benefit	£ <input type="text"/>	£ <input type="text"/>	£ <input type="text"/>
Other, eg Rental or Investment	£ <input type="text"/>	£ <input type="text"/>	£ <input type="text"/>
<b>TOTAL</b>	£ <input type="text"/>	£ <input type="text"/>	£ <input type="text"/>

3.2 Savings or other capital owned by you, your partner, or anyone listed in 1.7


3.3 Do you, or your partner own houses, or any other property?  
Give address(es), approximate value and details, *If not, please enter "NONE"*


3.4 If you are not living in a property you own, (as listed in 3.3), please explain why not:


**4 Present Accommodation**

4.1 Which of the following best describes your present housing situation?

Owner occupier	<input type="checkbox"/>	Living with friends/relatives	<input type="checkbox"/>
Council tenant	<input type="checkbox"/>	Lodger	<input type="checkbox"/>
Housing Association tenant	<input type="checkbox"/>	Homeless / no fixed address	<input type="checkbox"/>
Private tenant	<input type="checkbox"/>	Accommodation provided with job	<input type="checkbox"/>
		Date job finishes (if known)	<input type="text"/>

Other, (give details)

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4.2 If you are a tenant, please give the name and address of your landlord:

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4.3 How much rent do you pay per WEEK?	<input type="text"/>	£	How much Housing Benefit do you receive per WEEK?	<input type="text"/>	£
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4.4 If you have been asked to leave your present accommodation, please give the date by which you have been asked to leave and the reason why:

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*If you have been given written notice, please attach a copy.*

4.5 Which other Housing lists are you on:

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**5 References** Please note that if this section is not completed, the application cannot be considered.

Please supply TWO names and addresses of persons we may contact in order to seek a reference, e.g., your employer, doctor, vicar, bank manager, long term friend, but NOT family members.

Name	<input type="text"/>	<input type="text"/>
Address	<input type="text"/>	<input type="text"/>
Telephone	<input type="text"/>	<input type="text"/>
Email	<input type="text"/>	<input type="text"/>

