

## Tenancy Reference Request

### To be completed by new landlord / managing agent

Applicants Names	_____
	_____
Current or previous tenancy held at	_____
Period tenancy held	_____

### To be completed by previous or current landlord / housing officer

Date tenancy commenced	_____
Date tenancy terminated (if former tenant)	_____
Have rent payments been made in a satisfactory manner?	YES / NO
Amount of rent outstanding at present (if any)	£ _____
Has the tenant been served with a Notice Seeking Possession?	YES / NO
Is there a current Notice Seeking Possession in force?	YES / NO
Have they been liable for rechargeable repairs or left their property in an unsatisfactory manner?	YES / NO
Has the tenancy been conducted in a satisfactory manner?	YES / NO
If NO, please provide further details or any other information you may feel is relevant below:	
_____	
_____	
Has there been complaints about anti social behaviour?	YES / NO
If YES, please provide further details below: (including dates of complaint and whether they were verified)	

Signed \_\_\_\_\_

Position \_\_\_\_\_

Tel No. \_\_\_\_\_

Printed \_\_\_\_\_

Date \_\_\_\_\_

Organisations Stamp / Seal

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Landlord / Agent Name	_____
Property to let address	_____

### Declaration and signature of applicant(s)

The information on this form is, to the best of my / our knowledge true and correct. I / We consent to the sharing of this information with other authorities and agencies for the purpose of checking its validity.

I / We know I / we may lose any property offered to me / us if I have given false information or fail to provide any information requested.

I / We authorise any landlord named within this registration form to provide information about me / us or any member of my / our household to you, and authorise you to make any enquires necessary to support this application.

I / We understand that the details provided may be used by you for the prevention and detection of crime, including fraud and they may be shared with relevant bodies including the Police for these purposes.

All partner landlords are committed to creating stable and secure communities for people to live in without fear of suffering harassment or nuisance from their neighbours. In order to support these aims we will be carrying out checks and asking for references. These will include anti social behaviour, rent arrears and property damage that you may be responsible for. This may include a check with the Police. Information obtained via Police checks by Knowsley Council's Landlord Accreditation Scheme will not be passed directly to any landlord, but used only as the basis for a recommendation by a representative of Knowsley Council's Landlord Accreditation Scheme

I / We understand that in the absence of any current or previous landlord references it is more likely that a Police check will be necessary.

**Applicant** \_\_\_\_\_

**Date** \_\_\_\_\_

**Joint applicant** \_\_\_\_\_

**Date** \_\_\_\_\_