



Cleeve Residential Lettings Ltd

'We care for your home as if it's our own'

Landlord and property details

I would like Cleeve Residential Lettings Ltd to advertise my property on the terms below:

Address: _____
_____ Postcode _____

Full name(s) of all owner(s):

Title (Mr / Mrs / Miss / Other) _____

Title (Mr / Mrs / Miss / Other) _____

Title (Mr / Mrs / Miss / Other) _____

Owners:

Proof of identity Driving licence Passport No. _____

Overseas tax exemption (If applicable) _____

Lead contact:

Name _____

Correspondence address _____

_____ Postcode _____

Home no _____

Work no _____

Mobile no _____

E-mail address _____

Level of contact: (please tick one of the following)

Please advise me on all maintenance issues no matter how small

Please contact me on maintenance issues if the invoice will exceed £ _____

I will carry out my own maintenance

Do you have any maintenance contracts we should be made aware of? Yes No

If yes, please provide us the details _____

Bank details for rent payments:

Name _____

Address _____

Account Holder _____

Sort code _____

Account number _____

Property information:

Do you have any current occupants? Yes No

If yes, occupant name(s) _____

Contact no _____

Do we have keys? Yes No

Is there an alarm? Yes No If yes, what is the code _____

Broadband provider _____

Gas provider _____

Electricity provider _____

Is there a water meter? Yes No

Is there parking at the property? Yes No

If yes, where is it? _____

When will the property be available to let? _____

How long are you looking to let it for? Indefinitely No of months _____

Requirements:

Do you have a current

Energy performance certificate (EPC)? Yes No If no, CRL to arrange? _____

Gas safety certificate? Yes No If no, CRL to arrange? _____

Electrical PAT? Yes No If no, CRL to arrange? _____

Smoke alarm? Yes No If no, CRL to arrange? _____

Have you advised your:

Insurance provider? Yes No

Mortgage provider? Yes No

Do you have a preference for the following at your property:

Children? Yes No Undecided _____

Pets? Yes No Undecided _____

Benefits? Yes* No Undecided _____

*(Please note CRL will obtain a guarantor if benefits are applicable)

Anything else? _____

Please select the service you require: Fully managed Introduction only

Target rent £ _____ per calendar month.

Is there any other additional information we should be made aware of? _____

Landlord:

Print name _____ Sign _____ Date _____

Cleeve Residential Lettings Ltd:

Print name _____ Sign _____ Date _____