

Landlord and Property details



YOUR DETAILS

Rental Property address:

Postcode: _____

Level of service:

Let only Rent collection Part managed Fully managed

Target Rent £ per calendar month: _____

Full name(s) of all owner / Landlord(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 _____

BANK DETAILS FOR RENT PAYMENTS

Bank name: _____

Bank address: _____

Postcode: _____

Name of account holder: _____

Sort code:

Account number:

PROPERTY DETAILS (please any include additional information on reverse)

Do you have any current occupants / Tenants? Yes No
If yes, please advise them of the situation and let them know we will make contact.

Occupant / Tenant name(s): _____

Contact no: _____

Is there an alarm? Yes No

If yes, what is the code: _____

Where specifically are the meters located:

Water Gas Electric

Who are the current providers for the following services?

Gas Electric

Broadband/TV

Is there parking at the Property? Yes No
If yes, where specifically is it located and how many spaces are there? _____

When will the Property be available to let? _____
How long are you looking to let it for?

Indefinitely No of months

Do you have a preference for the following at your Property:
Children? Yes No Undecided
Pets? Yes No Undecided
Benefits? Yes* No Undecided

Any other preferences? _____

If opting fully managed service: Do you have any maintenance contracts we should be made aware of? Yes No

If yes, please provide Us the details: _____

Level of contact on maintenance: (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 £

Please proceed to fixing all issues at the Property

Level of furnishing: Fully furnished
Part furnished ie white goods Un-furnished

Please list all white goods: _____

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

Landlord name: _____ Signature: _____ Date: _____

Cleeve Residential Lettings Ltd - Print name: _____ Signature: _____ Date: _____

