

LetsXL Referencing Company Application



Simply Lets - Worcester

XL12039

Tel: 01905 612818 Fax: 01905 28236

YOU MUST READ THE FOLLOWING INFORMATION **BEFORE** COMPLETING THIS APPLICATION
MISSING OR INCOMPLETE INFORMATION **WILL** DELAY YOUR APPLICATION
LETSXL COMPANY REFERENCES ARE ONLY AVAILABLE FOR INCORPORATED COMPANIES WHO HAVE FILED AT
LEAST ONE YEAR'S FINANCIAL INFORMATION WITH COMPANIES HOUSE.

Please use black ink and CAPITAL LETTERS throughout the form.

What you must do to ensure that we can process your application quickly and efficiently:

Tick After
Completed & Checked

- Detail all requested telephone numbers including full dialling codes
- Detail all requested addresses fully including full postcodes
- Contact all referees to advise that we will be contacting them and, if requested, supply them written authority

Only by providing complete information can we ensure that your application is dealt with promptly.

- Where you see this symbol your application cannot be processed if this information is missing.

SECTION 1 - TO BE COMPLETED BY YOUR LETTING AGENT. (To clarify for which property you are applying you may insert the address.)

One box only. Full Reference Advance 6 Advance 12 Apex

Property Address: Postcode: Address:

Total PCM Rent: £ . 0 0 Term (Months): Start Date:

Number of tenants sharing: Applicant's share: £ . 0 0 pcm

SECTION 2 - COMPANY DETAILS

Company Name:

Companies House registration No: Year of formation (approx):

Current Address: Postcode: Address:

Owner Commercial Tenant Other (please advise):

Period at address: y m Tel: Mobile:

Email (use capitals):

Does the company have any adverse credit history? e.g. CCJ's, winding up petitions etc. Yes No

If yes, please detail below giving dates, amounts and any explanations. Continue on a separate sheet if required.

SECTION 3 - PREVIOUS TRADING ADDRESSES - Please give all addresses for the last three years, use a separate sheet if required.

Previous Address: Postcode: Address:

Date Moved in: Date Left:

SECTION 4 - CURRENT COMMERCIAL LETTING AGENT / LANDLORD DETAILS - Please tick if not applicable

Company or Landlord name:

Postcode: Address:

Tel(Day): Tel(Eve): Fax:

SECTION 5 – ACCOUNTANT DETAILS  – Please authorise your accountant/auditor to provide us with a reference when we request it.

Practice name:

Postcode: Address:

Tel: Fax:

Contact:

SECTION 6 – SOLICITOR DETAILS – Please authorise your solicitor to provide us with a reference when we request it.

Practice name:

Postcode: Address:

Tel: Fax:

Contact:

SECTION 7 – BANK DETAILS – Current account only

Bank/Building society name:

Postcode: Address:

Tel: Sort Code: Account No.:

Account name:

SECTION 8 – TRADE REFERENCE

Company Name:

Postcode: Address:

Tel: Fax:

SECTION 9 – PROPOSED OCCUPANT(S) DETAILS

Full Name:

Position in company:

Marital Status: Smoker: Yes No Nationality:

Full Name:

Position in company:

Marital Status: Smoker: Yes No Nationality:

Full Name:

Position in company:

Marital Status: Smoker: Yes No Nationality:

Ages of any Children: Will utilities be paid by the company or occupant

List any pets:

Section 10 – Declaration

I/We hereby confirm that the information provided by me/us is, to the best of my/our knowledge, true and that the results of the findings will be forwarded to the appointed letting agent and/or the landlord and may be accessed again should I/we apply for a tenancy agreement in the future. I/we agree that LetsXL Limited (The Data Controller) may search the files of a credit reference agency which will keep a record of that search. I/We also understand that no details of the search will be given to me/us by the letting agent and/or the landlord but I/we may request the name and address of the credit reference agency to whom I/we may apply for a copy of any information provided. I/We also confirm that in the event of my/our defaulting on the rental agreement that any such default may be recorded with the credit reference agency and may affect any future application for credit I/we may make.

 **Signature for and on behalf of the company:** **Date:**

 **Capacity in which signed:** Director Company Secretary