



Today's date

Previous/current Landlord reference (applicants name)

<p>To: (Previous landlord or letting agents contact name, address and postcode)</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>Postcode</p> <p>Contact phone number</p> <p>Email address</p>	<p>From: (Applicant Landlord or Letting Agents name, address and postcode)</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>Postcode</p> <p>Contact phone number</p> <p>Email address</p>
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Dear Sir/Madam,

We have been approached by(Name of applicant).....

This applicant has advised us that you are their previous landlord/ letting agent and therefore would you please provide us with the following information below for us to complete their application to rent a property.

<p>Is the tenant in arrears?: (please tick boxes)</p> <p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> NO</p> <p>If yes how many months and how much was the arrears?</p> <table border="1" style="width: 100%;"> <tr> <td style="width: 50%; text-align: center;">Period</td> <td style="width: 50%; text-align: center;">Amount</td> </tr> </table> <p>Does the property require works or damage repairs?</p> <p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> NO</p> <p>If yes how much were the repairs or damage?</p> <table border="1" style="width: 100%;"> <tr> <td style="width: 50%; text-align: center;">Repairs</td> <td style="width: 50%; text-align: center;">Damage</td> </tr> </table>	Period	Amount	Repairs	Damage	<p>YOUR TENANTS RENT AMOUNT.</p> <p>Please confirm your tenants rent.</p> <table border="1" style="width: 100%;"> <tr> <td style="width: 30%; text-align: center;">£</td> <td style="width: 70%; text-align: center;">Monthly</td> </tr> <tr> <td style="width: 30%; text-align: center;">£</td> <td style="width: 70%; text-align: center;">Weekly</td> </tr> <tr> <td style="width: 30%; text-align: center;">£</td> <td style="width: 70%; text-align: center;">Other</td> </tr> </table> <p>If other please state period of pay</p> <p>.....</p>	£	Monthly	£	Weekly	£	Other
Period	Amount										
Repairs	Damage										
£	Monthly										
£	Weekly										
£	Other										
<p>Would you give this tenant a property again?</p> <table border="1" style="width: 100%;"> <tr> <td style="width: 50%; text-align: center;">YES</td> <td style="width: 50%; text-align: center;">NO</td> </tr> </table>		YES	NO								
YES	NO										
<p>Please send this form back ASAP by either:</p> <p>Fax Number ↓ ↓ Email: Landlords/Agents signature here.....</p>											