

OFFICE USE ONLY
Date returned
Date entered
Accepted/notified
Rejected/cancelled/reason
More information requested
Unique reference number

- ▶ Answer all the questions on the form. (please tick boxes where appropriate)
- ▶ Return any supporting evidence required with your completed application form.
- ▶ Sign the form.

IF YOUR RETURNED FORM IS INCOMPLETE, UNSIGNED OR THE NECESSARY SUPPORTING EVIDENCE IS NOT ENCLOSED THEN IT WILL BE SENT BACK TO YOU, WHICH WILL DELAY YOUR APPLICATION BEING REGISTERED.

APPLICATION FOR: PART BUY, PART RENT
 TRY BEFORE YOU BUY

PROPERTY APPLYING FOR:	% TO BE PURCHASED

1. TELL US ABOUT YOU	
Your details (applicant) Name (full name please) <input type="checkbox"/> Mr. <input type="checkbox"/> Mrs. <input type="checkbox"/> Miss. <input type="checkbox"/> Ms _____ Address _____ _____ Post code _____ Date of birth / / Age _____ National Insurance no _____ Please state your preferred language, if it is not English _____	Joint applicant Name (full name please) <input type="checkbox"/> Mr. <input type="checkbox"/> Mrs. <input type="checkbox"/> Miss. <input type="checkbox"/> Ms _____ Address (if different) _____ _____ Post code _____ Date of birth / / Age _____ National Insurance no _____
Contact details Home telephone no _____ Mobile no _____ Work telephone no _____ E-mail address _____	Contact details Home telephone no _____ Mobile no _____ Work telephone no _____ E-mail address _____
Correspondence address If you do not want letters to go to the address above, please give details of a correspondence address we can use. _____ _____	

Please return your completed form to:
Derwent Living, No. 1 Centro Place, Pride Park, Derby DE24 8RF*
Tel: 0845 600 3279 Fax: 01332 295025 Email: sales@derwentliving.com

* Please ensure correct postage



8. PLEASE REMEMBER TO INCLUDE

- Photo ID
- Proof of Income
- Mortgage approval (if applicable)

Note: Your application will not be processed unless the above information has been provided.

9. DISCLAIMER

The information, which I have given in my application form, is true as far as I am aware. I consent to this information being checked by fair and lawful means, which I understand will involve contacting referees and licenced credit reference agencies. I understand the checked information would be forwarded to the letting agency and/or to the landlord. The results may also be accessed again if I apply for a tenancy in the future.

I consent to Derwent Living through Lumley Leisure Limited searching information held by credit reference agencies. I agree that Derwent Living and Lumley Leisure Limited and the credit-referencing bureau will keep a record of that search and the results from that search. The results of the search may show how I conduct my payments including rental payments and this may also be disclosed to the agency and may affect future credit applications from me and/or from members of my household. From time-to-time such information may be used for debt tracing and fraud prevention.

I consent to my personal details including any forwarding address at the determination of any tenancy being passed to the landlord and/or to the utility companies and/or to the local authority.

Otherwise all information will be treated as confidential. The information will only be used for my application for housing.

I consent to the information contained in my Application Form being used by Derwent Living and Lumley Limited and other members of the Lumley Group and Agent to notify me of other products and services as appropriate. Please tick box if you wish your information to be used by Derwent Living and Lumley Limited and other members of the Lumley Group and Agent to notify you of other products and services.

I agree to keep Derwent Living informed of any change in my circumstances.

I agree that information supplied by me will be held in accordance with the Company's notifications under the Data Protection Act 1998. I agree that you may record sensitive data as defined in the Data Protection Act 1998. I understand that I have the right to ask for a copy of the information held about me upon payment of an administration fee that will be notified to me upon application. The fee will not exceed the amount set by statute. I have the right to request that the information on me be amended if it is found to be incorrect. I also consent to passing the results of any such search or assessment to my prospective landlord(s) for the purpose of assessing this application.

I accept that reservation fees, where applicable, are non-refundable.

Signed: _____ Date: _____

Signed: _____ Date: _____

All information will be treated in the strictest confidence and in accordance with the Data Protection Act 1998. Please check that you have completed this form correctly, an incomplete or unsigned form will be returned to you.

10. RELATIONSHIP WITH BOARD/STAFF MEMBER

Is anyone on this application related to any present Board or staff member? Yes No

If YES, who? _____

11. HOW DID YOU HEAR ABOUT DERWENT LIVING?

- Web site
- Local Authority
- Local press
- Signage in local area
- Local estate agent
- Word of mouth

Other - Please complete _____

5. EMPLOYMENT DETAILS

1st applicant

Name and address of employer _____

Length of time in present employment _____

Current position _____

Salary £ _____

(Please enclose 2 months or 5 weeks payslips)

Is your household in receipt of any other income, state benefits or pensions?
If so, please give details, amounts and evidence of this income

2nd applicant

Name and address of employer _____

Length of time in present employment _____

Current position _____

Salary £ _____

(Please enclose 2 months or 5 weeks payslips)

Is your household in receipt of any other income, state benefits or pensions?
If so, please give details, amounts and evidence of this income

