

The Tenancy Application Form Checklist

Information:	Included?
Basic personal information This typically includes the applicant's name, current address, date of birth, etc.	
Employment information This refers to details such as their current employer, length of employment, and salary information.	
Number of applicants It can be beneficial to know how many people will potentially be living in your house, and if any of them will be children.	
Pet details (if allowed)	
Housing information This can include the length of their current residency, current landlord's information, and details of past evictions (if applicable).	
Criminal information You may find it useful to know whether the applicant has ever been convicted.	
Lifestyle information This can include any additional information that you wish to know, for instance if they are a smoker.	
Bank details Asking for bank details in the application stage can help to speed processes up further down the line if you do decide to take the applicant on as a tenant.	
Reference details This typically includes contact information for any references that you require (personal, employer, landlord), as well as details around the relationship between applicant and referrer.	

