

**PROPERTY RESERVATION FORM
COMPANY QUESTIONNAIRE (NON – LIMITED)**

[COMPANY NAME]

[ACCOUNT NO.]

[CONTACT NAME]

**LAWRENCE COPELAND
ESTATE AGENTS**

Private and Confidential

Property Details

Address:

Rent p.c.m: £

Intended occupation date

Rental Period:

About the company

Company Name:

Registration Number:

Address:

Town:

County:

Postcode:

Telephone No:

Time at this address:

years

months

What does the company do?

In what year was the company established?

Previous address (if less than seven years at the above)

Address:

Town:

County:

Postcode:

Telephone No:

Does the Company have any County Court Judgements/poor credit history?
(If yes, please give details on a separate sheet)

Previous managing agent/landlord

Name: Rent/Per/Month £

Address:

Town County:

Postcode: Telephone No:

Your Accountant

Name:

Address:

Town: County:

Postcode: Telephone No:

Contact Name:

Trade References

1.

Name:

Address:

Town: County:

Daytime Telephone No.: Evening Telephone No:

Contact name: Trade:

2.

Name:

Address:

Town: County:

Daytime Telephone No.: Evening Telephone No:

Contact name: Trade:

Proprietor(s)/Partners/Sole Trader Details

Name:

Address:

Town:

County:

Postcode:

Daytime Telephone No.:

Evening Telephone No.:

Name:

Address:

Town:

County:

Postcode:

Daytime Telephone No.:

Evening Telephone No.:

Bank/building society details

Bank Name:

Address:

Town:

County:

Telephone No:

A/c No:

Sort Code:

A/c Type:

A/c Name:

IMPORTANT - The application will not be processed unless the declaration below is signed

TERMS AND CONDITIONS OF CHECK SEARCH ASSESSMENT

1. The company understands that checks will be made with parties on this form, and also understands that if checks are not satisfactory the reservation may be cancelled.
2. The company authorises that Check Search Ltd may confirm my bank/building society details are correct and that this account has Direct Debit / Standing Order facilities available if required.
3. The company understands that checks will be made with County Court registers and if any unsatisfied County Court Judgements or any adverse credit is registered against the company, the reservation may be cancelled.
4. The information given on this form is correct and complete, the company understands that if we have given any false or misleading information, the reservation will be cancelled and the deposit will be lost.
5. All information is only used to make an assessment for credit/insurance, property rental decisions.
6. The company confirms that all of the information supplied is to the best of our knowledge, and belief, true.
7. The company agrees that all parties on this form can be contacted and that these parties can provide all information they are asked for. The company also agrees that this information may then be shared with a prospective landlord and / or their agent.

Signed:

Position:

Dated: