**Offer Form**

Please fill in your details below so we can submit your offer to the Landlord. Please pay particular attention to the special conditions box so we can agree any requests you may have with the landlord before going ahead.

If you think you may need a guarantor, please also fill out the guarantor information boxes on this form to prevent any delay in the referencing process.

When completed please send the completed form to [info@collinghams.com](mailto:info@collinghams.com) Once we have received the form and holding deposit, we will confirm receipt and let you know when we expect to hear back from the landlord. If your offer is accepted, we will send you a confirmation to let and if your offer is not accepted, we will refund your holding deposit.

**General Information**

|  |  |
| --- | --- |
| Property address: |  |
| Monthly Rent: |  |
| Move-in date: |  |
| Length of tenancy: |  |
| Special conditions: | *Please let us know whether you want the property furnished/unfurnished, whether there are any maintenance issues you want addressed.* |

**Tenant Information**

|  |  |
| --- | --- |
| **Lead Tenant** | |
| Title: |  |
| First Name: |  |
| Surname: |  |
| D.O.B: |  |
| Contact No: |  |
| Email: |  |
| Current address: |  |
| Visa/Settlement Status Expiry date: | If Applicable. |
| Employer: |  |
| Work address: |  |
| Occupation: |  |
| Length of Employment: |  |
| Employment Probation Period: | If Applicable. |
| Employment Contract End Date: | If Applicable. |
| Annual Salary: |  |
| Credit Score: | Check with Experian |
| Any CCJ’s, defaults, etc. |  |

|  |  |
| --- | --- |
| **Second Tenant** | |
| Title: |  |
| First Name: |  |
| Surname: |  |
| D.O.B: |  |
| Contact No: |  |
| Email: |  |
| Current address: |  |
| Visa/Settlement Status Expiry date: | If Applicable. |
| Employer: |  |
| Work address: |  |
| Occupation: |  |
| Length of Employment: |  |
| Employment Probation Period: | If Applicable. |
| Employment Contract End Date: | If Applicable. |
| Annual Salary: |  |
| Credit Score: | Check with Experian |
| Any CCJ’s, defaults, etc. |  |

|  |  |
| --- | --- |
| **Third Tenant** | |
| Title: |  |
| First Name: |  |
| Surname: |  |
| D.O.B: |  |
| Contact No: |  |
| Email: |  |
| Current address: |  |
| Visa/Settlement Status Expiry date: | If Applicable. |
| Employer: |  |
| Work address: |  |
| Occupation: |  |
| Length of Employment: |  |
| Employment Probation Period: | If Applicable. |
| Employment Contract End Date: | If Applicable. |
| Annual Salary: |  |
| Credit Score: | Check with Experian |
| Any CCJ’s, defaults, etc. |  |

|  |  |
| --- | --- |
| **Fourth Tenant** | |
| Title: |  |
| First Name: |  |
| Surname: |  |
| D.O.B: |  |
| Contact No: |  |
| Email: |  |
| Current address: |  |
| Visa/Settlement Status Expiry date: | If Applicable. |
| Employer: |  |
| Work address: |  |
| Occupation: |  |
| Length of Employment: |  |
| Employment Probation Period: | If Applicable. |
| Employment Contract End Date: | If Applicable. |
| Annual Salary: |  |
| Credit Score: | Check with Experian |
| Any CCJ’s, defaults, etc. |  |

**Guarantor Information**

|  |  |
| --- | --- |
| **Lead Tenant Guarantor** | |
| Title: |  |
| First Name: |  |
| Surname: |  |
| D.O.B: |  |
| Contact No: |  |
| Email: |  |
| Current address: |  |
| Employer |  |
| Work address |  |
| Occupation: |  |
| Length of Employment |  |
| Annual Salary: |  |
| Credit Score: | Check with Experian |
| Any CCJ’s, defaults, etc. |  |

|  |  |
| --- | --- |
| **Second Tenant Guarantor** | |
| Title: |  |
| First Name: |  |
| Surname: |  |
| D.O.B: |  |
| Contact No: |  |
| Email: |  |
| Current address: |  |
| Employer |  |
| Work address |  |
| Occupation: |  |
| Length of Employment |  |
| Annual Salary: |  |
| Credit Score: | Check with Experian |
| Any CCJ’s, defaults, etc. |  |

|  |  |
| --- | --- |
| **Third Tenant Guarantor** | |
| Title: |  |
| First Name: |  |
| Surname: |  |
| D.O.B: |  |
| Contact No: |  |
| Email: |  |
| Current address: |  |
| Employer |  |
| Work address |  |
| Occupation: |  |
| Length of Employment |  |
| Annual Salary: |  |
| Credit Score: | Check with Experian |
| Any CCJ’s, defaults, etc. |  |

|  |  |
| --- | --- |
| **Fourth Tenant Guarantor** | |
| Title: |  |
| First Name: |  |
| Surname: |  |
| D.O.B: |  |
| Contact No: |  |
| Email: |  |
| Current address: |  |
| Employer |  |
| Work address |  |
| Occupation: |  |
| Length of Employment |  |
| Annual Salary: |  |
| Credit Score: | Check with Experian |
| Any CCJ’s, defaults, etc. |  |

***Please note that we do not retain any client data for any deals that don’t go ahead, nor do we share any client information we receive with any third parties.***