



# Absolute Property Management

## Tenancy Application Form

PLEASE COMPLETE IN BLOCK CAPITALS TO REDUCE ERRORS

 Cypriot     International
Property Ref: Date: 

### 1. Property Details (Address to be let)

Property Address  
Tenancy period  
Tenancy start date  
No of applicants  
Total rent  
€                  perDeposit Paid  
€ 

### 2. Primary applicant Details (All fields marked \*\* MUST be completed)

Title\*\*    First name\*\*                                  Initials    Surname\*\*

                                          

Date of birth\*\*

 /  / 

ID Number (or Passport Number)\*\*

Current address\*\*  
Current address (cont)  
Postcode\*\*  
Time at address  
Occupation\*\*  
Contact number\*\*  
Mobile telephone number  
Marital status (e.g. single/married)  

Address status:    Owned/mortgaged

Rented

(provide landlord details at Section 5)

Family/friends

Names of additional tenants entering this agreement \*\*

Age (if under 18)

Share of rent











Are you or any of the above named a smoker?

Yes No 

Do you have any pets?

Yes\* No

**3. Previous Address (If at current less than 6 years\*)**

Previous address

Previous address (cont)

Postcode

Time at address

**3.1 Previous Address (If at current & previous less than 6 years\*)**

Previous address

Previous address (cont)

Postcode

Time at address

**4. Employment / Occupation details (Employed/Self employed)**

Employment status (e.g. permanent)

Name of organisation

Employment dates

From	To
------	----

Position held

Contact name

Contact position

Address

Contact telephone number

Contact fax number

Contact E-mail address

**5. Current landlord or agent**

Landlord/Agency name

Contact number

Fax number or E-mail address

Address of landlord/agent

**6. Character Referee (Non relative known for 3 years+)**

Referee name

Relationship (e.g. previous employer)

Time known

Address

Contact number

Fax number or E-mail address

7. Guarantor			OPTIONAL
<b>Title</b>	<b>First name</b>	<b>Surname</b>	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
<b>Address</b>			<b>Postcode</b>
<input type="text"/>			<input type="text"/>
<b>Contact no</b>		<b>Income status (e.g. self/employed, retired)</b>	
<input type="text"/>		<input type="text"/>	
<b>Employment (e.g. self/emp, retired)</b>	<b>Employer's contact name<sup>^</sup></b>	<b>Employer's contact no<sup>^</sup></b>	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
<p>We will contact the proposed Guarantor to obtain further information or to verify their consent to act in this capacity.  <sup>^</sup> Please leave blank if unknown or inapplicable. An accountant or solicitor may be entered if self employed.</p>			

8. Banker's Details	
<b>Account holder name</b>	<b>Account number</b>
<input type="text"/>	<input type="text"/>
<b>Banker's address</b>	
<input type="text"/>	

9. Identification Validation (ID Card, Passport, Driver's Licence, Utility Bill)		
<b>ID Type (e.g. passport)</b>	<b>Reference / Account number</b>	<b>Issuer (Utility only e.g. BT)</b>
<input type="text"/>	<input type="text"/>	<input type="text"/>

10. Credit / Debit Card Details				OPTIONAL
<b>Card Number</b>	<b>Start Date</b>	<b>End Date</b>	<b>CVC No</b>	
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
<b>Name on Card</b>	<p>By providing these details I authorise Absolute Property Management to debit my card if I fail to pay my rent within 10 days of its due date, or for any unpaid bills or damage to the property upon my departure.</p>			
<b>Signature</b>	<input type="text"/>			

## 11. Authorisation

**Signed**

**Date**

**Name**

## 12. Additional Notes & Comments

Use this section to add any additional general information that you feel is relevant to this application.

## Guidance & Information

- Section 2 must be completed. This is the minimum amount of information required to assess an application.
- Married couples should add the highest earner as the primary applicant.
- Please ensure that all names, addresses & numbers are clearly legible.
- Please double check all fields prior to submission.
- Unemployed & student applicants should include a Guarantor unless proof of alternative funding can be provided.
- Applicants with low incomes may be required to provide details of a suitable Guarantor.
- The Guarantor provided must be a homeowner and agree to act in this capacity.
- The applicant's signed or verbal permission & identification **must** be obtained prior to submission of this application.
- Please ensure that you include a current and accurate telephone or fax number for all referees. Failure to do so will delay this application.
- You should, where possible advise referees that we will be contacting them as this will reduce delays.
- Any falsehoods uncovered at a later date will result in the immediate termination of any agreement that may be in place or offered.

Prospective tenants requiring further information relating to the completion of this form or The Data Protection Act can contact us via the following methods.

E-mail – [rentals@absolutelycyprus.com](mailto:rentals@absolutelycyprus.com)

Tel – +357 24849850

Fax – +357 84849851

**PLEASE RETURN THIS FORM VIA:**

**FAX – +357 24849851 or E-MAIL – [rentals@absolutelycyprus.com](mailto:rentals@absolutelycyprus.com)**