IBUGBE & PARTNERS

**CONFIDENTIAL**

**TENANT APPLICATION FORM**

Affix Recent Passport

REQUIREMENTS:

- Please complete our Tenant information Form and return it to us.
- You MUST include:
- Proof of identification, e.g. a photocopy of your driver's licence, passport, national ID
- **Please note that incomplete forms will not be processed**

PROPERTY ADDRESS……

**PERSONAL DETAILS:**

1. FULL NAME OF PROSPECTIVE TENANT(S) ……
2. CURRENT ADDRESS……..
3. HOME PHONE……. WORK PHONE……
4. MOBILE…….. EMAIL……
5. DATE OF BIRTH…… IDENTITY TYPE/NO (ATTACH COPY)……
6. SEX OF APPLICANT……. MARITAL STATUS……..
8. IF MARRIED, NAME OF SPOUSE(S) …… NO. OF CHILDREN……..
9. ARE THERE ANY OTHER DEPENDANTS? …….. HOW MANY WILL BE RENTING? ……
10. HOW LONG WILL YOU BE RENTING?.....NO. OF CARS……TYPE OF PET(S)/NO……
11. NATIONALITY OF APPLICANT……IF NIGERIAN, STATE OF ORIGIN……

**NEXT OF KIN:**

1. FULL NAMES…….. RELATIONSHIP……
2. ADDRESS…….. EMAIL……..
3. MOBILE…….. WORK PHONE……

**CURRENT TENANCY DETAILS:**

1. LENGTH OF TIME AT CURRENT ADDRESS…….. REASON FOR LEAVING……
2. NAME OF LANDLORD/AGENT…….. PHONE NO:……
3. HAVE YOU GIVEN NOTICE TO YOUR CURRENT LANDLORD/AGENT?……

**PREVIOUS RENTAL HISTORY**

1. PREVIOUS ADDRESS……..

2. LENGTH OF TIME AT ABOVE ADDRESS……
3. NAME OF LANDLORD/AGENT…… PHONE……

4. WAS YOUR SECURITY DEPOSIT RETURNEED IN FULL? YES NO

5. IF NO? PLEASE SPECIFY REASON WHY?……

**CURRENT EMPLOYEMENT DETAILS:**

1. EMPLOYER/ADDRESS……OCCUPATION……

2. LENGTH OF EMPLOYMENT……CONTACT PERSON/TEL NO:……

3. SWITCH BOARD NOS:……

**SELF EMPLOYEMENT DETAILS**

1. BUSINESS NAME/NATURE ……

2. ADDRESS……DATE OF INCORPORATION ……

3. POSITION HELD……

4. NAME(S) OF OTHER PARTNERS IN THE BUSINESS (IF ANY) ……

……

5. ACCOUNT MANAGER'S NAME…… MOBILE……

7. IF UNEMPLOYED, STATE MEANS OF LIVELIHOOD ……

8. NAME & ADDRESS OF BANKERS:

   1) ……

   2) ……

The Tenant agrees that each of the Rental Agreement and of Landlord's Rules and Regulations constitute a condition on Tenant's right to possession of the premises. Any failure to comply with terms of the Rental Agreement shall constitute a default hereunder and the Landlord may terminate tenant's right to possession and forfeit this tenancy in any manner provided by law.

Landlord may enter the premises for purpose of making repair, alteration, addition therein but without obligation to do so. Tenant shall not add or change any lock, locking device, bolt or latch on the premises without the consent to do so. Tenant shall keep the premises in a clean and sanitary manner, dispose of all rubbish, garbage and waste in a clean and sanitary manner.

REFEREES: *Prospective tenant must supply at least two (2) contactable references

1. FULL NAMES…… RELATIONSHIP……

   MOBILE…… SIGNATURE……

2. FULL NAMES…… RELATIONSHIP……

   MOBILE…… SIGNATURE……

I HAVE READ, AGREED TO AND UNDERSTAND ALL THE ABOVE TERMS AND CONDITIONS THAT ARE RELEVANT TO ME

…… …… ……

APPLICANT'S NAME SIGNATURE DATE

# TENANT'S REFEREE FORM

Fix Recent Passport

Full Names of Applicant……

Location of property……..

Referee's Personal Information:

Full Names…….

Profession/Occupation……Position held ……

If in Employment? Name of Current Employer……..

If self Employed? Name of Business……

Office Address……..

Residential Address……..

Nationality……State of origin ……Mobile ……..

I have agreed and do sign this referee form on-behalf of ……

Relationship……Length of time…….

Brief Attestation/Remarks on the Applicant……

……

By signing this referee form, I state that I am aware of the legal implications attached to signing a guarantor's form and I hereby agree to abide by those terms. In the event of a default in his/her obligation under the tenancy, I hereby undertake to assume full responsibility for, and discharge fully, all such outstanding obligations.

Name……..

Signature …… Date……

# TENANT'S REFEREE FORM

Fix Recent Passport

Full Names of Applicant……

Location of property……..

Referee's Personal Information:

Full Names…….

Profession/Occupation……Position held ……

If in Employment? Name of Current Employer……..

If self Employed? Name of Business……

Office Address……..

Residential Address……..

Nationality……State of origin ……Mobile ……..

I have agreed and do sign this referee form on-behalf of ……

Relationship……Length of time…….

Brief Attestation/Remarks on the Applicant……

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Name……..

Signature …… Date……