

# TENANCY APPLICATION FORM

FOR: 1-2 SANDGATE, WHITBY, NORTH YORKSHIRE. YO22 4DB

I/we hereby apply for a tenancy of the above premises

**Applicant(s):**

Name: .....

Address: .....

Home Tel: .....  
Mobile Tel: .....  
Work Tel: .....  
Fax: .....  
Email: .....  
Web Address: .....  
Other: .....  
.....

Mobile Tel: .....  
.....

Email: [info@papercraftmag.com](mailto:info@papercraftmag.com)

Trade Name: \_\_\_\_\_

#### **Proposed Use:**

## DETAILS OF OFFER

f..... per annum, exclusive of rates etc., for a term of ..... years.

Other Information/Requirements: (please use additional sheet if required)

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[email@richardsonandsmith.co.uk](mailto:email@richardsonandsmith.co.uk)

[www.richardsonandsmith.co.uk](http://www.richardsonandsmith.co.uk)



**8 Victoria Square, Whitby, North Yorkshire. YO21 1EA**  
**Tel: (01947) 602298      Fax: (01947) 820594**



**Partners:** Robert C Smith Ian K Halley FRICS James EJ Smith MRICS FNAEA

## ADDITIONAL DETAILS:

Applicant's Solicitor: .....

Current Landlord: .....

There is a standard charge of £50.00 in relation to a credit reference search for each applicant if the proposal is taken forward for further consideration.

Please note that if more than one applicant all should sign below: -

Signed ..... Print ..... Date .....

Signed ..... Print ..... Date .....

This form should be fully completed and should be returned to

Richardson and Smith, 8 Victoria Square, Whitby. YO21 1EA

### **PREFERRED LETTING TERMS**

The tenant will be able to negotiate on terms, but the landlord would prefer a medium term lease (approx. 6 years) with the tenant reimbursing the landlord for annual insurance contributions and also being responsible for repairs etc. The tenant will also be responsible for paying the landlord's legal fees for drafting the tenancy agreement.

### **APPLICANTS PROPOSALS**

- Applicants' proposals should include the following information.
- An annual rental offer complete with details of standard heads of terms.
- A completed Tenancy Application form – (this document)
- Details of any other businesses operated by the applicant.
- Outline details of the applicants' proposals for the operation of the proposed business.

### **STANDARD HEADS OF TERMS**

These would usually include: Initial Term, Rent, Rent Reviews, User Clause, Repair Liabilities, Buildings Insurance Liability, Payment of Legal Fees, Other terms. Call us if you have a query.

### **PROOF OF IDENTITY**

Prior to a tenancy being granted, prospective tenants will be required to prove their identity.