

Tenants Profile
Prospective Tenancy

1. Property concerned:
2. Name of Company/Partnership/Sole:
Trading address:
.....
3. Name of Directors/Partners:
Home address:
.....
Telephone NO:
4. Names that are to appear on
the Lease:
Home address:
.....
Telephone No:
5. Name of Guarantors, if any:
Home address:
.....
Telephone No:
6. Is the Company Limited:
7. Nature of Trade/Business:
8. Number of years since this
Business has been established:
9. Number of outlets:
10. Number of Employees:
11. What Business do you intend
to run from this premises:
12. Name of Solicitor:
Address:
.....
Telephone No:

Names of References:

Bank Name and Address:

Account No:

Name of account:

Accountants:

Address:

Landlords:

Address:

Trade 1:

Trade 2:

Request for Bank Reference

Due to changes in recent Bank procedures it is now necessary for us to obtain written authority with customers signatures before Bank references can be obtained.

Additionally, Banks have imposed a charge for providing such references, and thus it is necessary for us to obtain a cheque for their charges and admin. Prior to obtaining the references which will be required for the landlords perusal.

In the circumstances, we would be grateful if you could complete the information and sign the reference authorisation slip beneath and enclose a cheque in the sum of £15.00 made payable to Hooper Naylor Friend.

Re: Account number..... Customer.....
Sort code.....
Name of account.....

I confirm that I am willing to grant consent for a Bank Reference in respect of the above account to be forwarded to Messrs Hooper Naylor Friend, at 2 Waterstone House, 13 Central Hill, Crystal Palace, London, SE19 1 BP.

Name

Signature

For and on behalf of
(Trading Company if any)

Please note that the payment of £15.00 is merely an administration charge for obtaining a Bank Reference, it does not constitute a deposit, it does not reserve the premises, nor is it refundable in any circumstances.