Tenant Verification Form

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Lone Worker check completed? | | | | | | | | | | Yes | No |
| Visit Accompanied? | | | | | | | | | | Yes | No |
| Account check completed? | | | | | | | | | | Yes | No |
| Date |  | | | | | Balance | |  | | | |
| Property Address | | | | | | | | | | | |
| Full Address | |  | | | | | | | | | |
| Tenant Details Lead Tenant Joint Tenant | | | | | | | | | | | |
| Title | | |  | | | |  | | | | |
| First Name | | |  | | | |  | | | | |
| Surname | | |  | | | |  | | | | |
| Date of Birth | | |  | | | |  | | | | |
| Contact Details Lead Tenant Joint Tenant | | | | | | | | | | | |
| Home Telephone | | |  | | | |  | | | | |
| Work Telephone | | |  | | | |  | | | | |
| Mobile | | |  | | | |  | | | | |
| Email | | |  | | | |  | | | | |
| Tenant Verification | | | | | | | | | | | |
| ID Provided | | | | |  | | | | | | |
| Passport | | | | |  | | | | | | |
| Driving License | | | | |  | | | | | | |
| National ID Card | | | | |  | | | | | | |
| Employment Details | | | | | | | | | | | |
| Prefer not to say | | | | Employed | | | | | Full Time | | |
|  | | | |  | | | | |  | | |
| Part Time | | | | Self Employed | | | | | Unemployed | | |
|  | | | |  | | | | |  | | |
| Student | | | | Retirement | | | | | Other | | |
|  | | | |  | | | | |  | | |
| Additional Household Members | | | | | | | | | | | |
| Name | | | | Relationship | | | | | Date of Birth | | |
|  | | | |  | | | | |  | | |
|  | | | |  | | | | |  | | |
|  | | | |  | | | | |  | | |
|  | | | |  | | | | |  | | |
|  | | | |  | | | | |  | | |
| Additional Visitor Notes | | | | | | | | | | | |
|  | | | | | | | | | | | |

