



## Reference For Accommodation through *MyHomeChoiceFyldeCoast*



All new applications must include 2 suitable references. Examples of an acceptable person to supply a reference are, current or former landlords, employer, support worker or a professional person. References from friends or relatives cannot be accepted. Please ask for assistance if you are finding this difficult.

If you are an existing tenant of a partner organisation you do not need to provide references. Before an offer of accommodation is made a Housing Officer will visit you at your home to check that you have maintained your tenancy in accordance with the tenancy agreement, your rent account is clear and there have been no issues of Anti Social Behaviour.

Please complete your details and pass onto the person supplying your reference. Completed forms should then be forwarded to \_\_\_\_\_.

### Details of person applying for housing

Name

Date of Birth

Address

Signed

Date

### Person Supplying Reference

The above named person has applied for accommodation through *MyHomeChoiceFyldeCoast* housing scheme and is asking you to act as a referee in support of their application. Please complete all details overleaf and return to the applicant. If you feel the applicant may need additional support with their application or maintaining a tenancy please contact:

\_\_\_\_\_  
Please return to the applicant or to :  
\_\_\_\_\_

**1. Details of person acting as a Referee (complete in full)**

Name

Telephone No

Company / Address

I am a landlord / former landlord / employer / former employer / Professional/ Other – Please state

**2. Reference from landlord / former landlord**

Date of tenancy: from

to

Weekly Rent Payable by tenant

Arrears to date

Address:

Has the Tenancy been conducted in a satisfactory manner?

Yes

No

(please give details at Further information below)

**3. Reference from employer / former employer**

Applicants post title

Employed: from

to

Do you think that the above will make a good tenant(s)?

Yes

No

(please give details at Further information below)

**4. Other Referees**

How do you know the applicant?

**5. Further information about the applicant**

Please use this section to explain why you think the above will make a good tenant,  
(for example do you think that they would be able to manage a tenancy without difficulty)

**Company stamp:** (if there is no stamp attach compliment slip if available)

Signed:

Date: