



**City Docklands (2983)**

**Tel: 020 7234 0880 Fax: 020 7234 0660**

**Companies-track your application on-line.**

1. Go to [www.maras.co.uk](http://www.maras.co.uk).
2. Select application tracker.
3. Provide the enquiry number where indicated (obtainable from your letting agent).
4. Enter the access code of 2983 and click on the search button.
5. Select your record for the progress of the application.

**Property Rental Address:**

Total Monthly Rent: £	Tenancy Term:	Months

**Is the Company a prospective Tenant  or Guarantor\*  (please tick)**

**\*If a guarantor, please provide the Maras Reference Number**

**MARAS reference number:-**

**\*If a guarantor, please also provide the applicant(s) they are acting for**

**Names of applicants:-**

**Company Details**

*Full Company Name:* \_\_\_\_\_

*Company Registration number if Limited:* \_\_\_\_\_ *Approximate Date of formation* \_\_\_\_\_

*Current Address:* \_\_\_\_\_

*To avoid unnecessary delay, please print and complete in full in a dark colour.*

*Post Code:* \_\_\_\_\_

*Tel:* \_\_\_\_\_ *Period at address:* \_\_\_\_\_

*Owner  Commercial Tenant  Other  (Please advise)*

*Has the company any adverse credit history? Yes  No  If yes please detail on separate sheet.*

**If the company is a subsidiary, please provide details of the holding company**

*Name of Holding Company:* \_\_\_\_\_

*Address:* \_\_\_\_\_

*Post Code:* \_\_\_\_\_ *Tel:* \_\_\_\_\_

**Managing Agent or Landlord of currently occupied property**

*Name of Agent/Landlord:* \_\_\_\_\_

*Address:* \_\_\_\_\_

*Post Code:* \_\_\_\_\_

*Tel (day):* \_\_\_\_\_ *Tel (eve):* \_\_\_\_\_ *Fax:* \_\_\_\_\_

**Previous trading addresses over the last three years**

*Please provide previous addresses and dates of occupation, attaching a separate sheet if necessary*

*Address:* \_\_\_\_\_ *Period at address:* \_\_\_\_\_

**Accountant/Auditor**

Please authorise your accountant/auditor to provide a reference

*Practice name:* \_\_\_\_\_ *Contact:* \_\_\_\_\_

*Address:* \_\_\_\_\_ *Post Code:* \_\_\_\_\_

*Tel:* \_\_\_\_\_ *Fax:* \_\_\_\_\_

**Solicitor**    *Practice Name:* \_\_\_\_\_ *Contact:* \_\_\_\_\_  
                   *Address:* \_\_\_\_\_ *Post Code:* \_\_\_\_\_  
                   *Tel:* \_\_\_\_\_ *Fax:* \_\_\_\_\_

**Bank/Building Society Details**    *Name of Bank/Building Society:* \_\_\_\_\_  
 Current Account Only    *Address:* \_\_\_\_\_ *Post Code* \_\_\_\_\_  
                                   *Account Number:* \_\_\_\_\_ *Sort Code:* \_\_\_\_\_  
                                   *Account Name:* \_\_\_\_\_ *Tel:* \_\_\_\_\_

**Proprietor, Partners or Directors Details**    *Name:* \_\_\_\_\_  
                                   *Address:* \_\_\_\_\_ *Tel:* \_\_\_\_\_  
                                     
                                   *Name:* \_\_\_\_\_  
                                   *Address:* \_\_\_\_\_ *Tel:* \_\_\_\_\_

**Trade Reference**    *Trade Reference name:* \_\_\_\_\_  
                                   *Address:* \_\_\_\_\_  
                                   *Post code:* \_\_\_\_\_ *Tel:* \_\_\_\_\_

**Proposed occupier & general information**    *Full names of proposed occupier:* \_\_\_\_\_  
                                   *Position in company:* \_\_\_\_\_ *Marital status:* \_\_\_\_\_  
                                   *Smokers/non smokers* \_\_\_\_\_ *Ages of children:* \_\_\_\_\_  
                                     
                                   *Nationality:* \_\_\_\_\_ *Details of any pets* \_\_\_\_\_  
                                     
                                   *Utilities to be paid by occupier or company?* \_\_\_\_\_

**Declaration**  
 Once the application form has been fully completed, please submit to your agent

*I confirm that the supplied information is to the best of my knowledge and belief, true, and may be verified. DATA PROTECTION ACT: information provided by you on this form may be verified and held by Managing Agents Reference Assistance Services Limited in its computer records. I confirm that the progress of this application may be made available to agents, landlords and co-applicants. I also hereby authorise the above named Bank or Building Society to respond to status enquiries made in respect of this application. MARAS may search the file of a credit reference agency. Any information obtained/compiled by Managing Agents Reference Assistance Services Limited may be passed on to Agents and Landlords.*

***Signed for and on behalf of the company:*** \_\_\_\_\_  
                                     
                                   ***Position held:*** \_\_\_\_\_ ***Date:*** \_\_\_\_\_  
                                   ***AT 2001***