

**Right to Rent Identification Form**

Proposed lead  
tenant Full name \_\_\_\_\_

Full address of  
property to be let \_\_\_\_\_

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Landlord / Landlords  
Agents full Name \_\_\_\_\_

Number of proposed  
occupiers in the property \_\_\_\_\_

A Full list of proposed Tenant / occupiers  
in the property (full names with titles)

Occupier 1 _____	Age _____
Occupier 2 _____	Age _____
Occupier 3 _____	Age _____
Occupier 4 _____	Age _____
Occupier 5 _____	Age _____
Occupier 6 _____	Age _____
Occupier 7 _____	Age _____

All occupiers must complete the attached form in the presence of the landlord or landlord's agent and provide proof of right to reside in the United Kingdom. This proof must be either an original document from lists A (1) and B in '*Code of practice on illegal immigrants and private rented accommodation for tenancies starting on or after 1 February 2016*' or two original documents from list A(2) in the same guidance. All copies of documents given as evidence to the landlord or landlords agents must be retained by the landlord.

**We strongly recommend you carry out checks on all tenant(s) and occupiers**

No tenancy will be executed until the necessary original documentation has been provided by all prospective occupiers aged 18 years or older.

(1) Full Name

\_\_\_\_\_

Date of birth \_\_\_\_\_ Age \_\_\_\_\_ Nationality \_\_\_\_\_

Permanent right to rent Evidence Yes/No (delete as appropriate)

If yes, identification type provided \_\_\_\_\_  
(must be the original version(s) of 1 or 2 documents from List A in the right to rent code of practice)

Additional identification if needed \_\_\_\_\_

Time limited right to rent proof Yes/No (delete as appropriate)

If yes, identification type provided \_\_\_\_\_ showing time limited right to rent  
(must be one document from List B in the right to rent code of practice)

Expiry date of visa or other document showing time limited right to rent \_\_\_\_\_

Date of next right to rent check \_\_\_\_\_ NB this should be within 29 days of the expiry of the occupier's right to reside or within the 29 days before the 12 month anniversary of the last right to rent check.

If no ID is available Home Office registration number \_\_\_\_\_

I confirm that I am over 18 years of age and the information given above is true and accurate. I confirm that no one will be living in the property except anyone who is named above or in the continuation sheet attached.

Signature \_\_\_\_\_

Full name \_\_\_\_\_ Date \_\_\_\_\_

I confirm that I / we have provided original documents proving my right to reside in the UK in the presence of the landlord or the agent named above. I authorise the landlord to retain copies of the identification I provided for as long as the tenancy continues.

I agree to the landlord or landlords agent named at the beginning of this form making any enquiries, checks including via searches through electronic data and or necessary methods or procedure to establish the validity of my right to reside in the United Kingdom. I authorise them to share any information I provide, where necessary, while performing the right to rent checks.

(2) Full Name \_\_\_\_\_

Date of birth \_\_\_\_\_ Age \_\_\_\_\_ Nationality \_\_\_\_\_

Permanent right to rent Evidence Yes/No (delete as appropriate)

If yes, identification type provided \_\_\_\_\_  
(must be the original version(s) of 1 or 2 documents from List A in the right to rent code of practice)

Additional identification if needed \_\_\_\_\_

Time limited right to rent proof Yes/No (delete as appropriate)

If yes, identification type provided \_\_\_\_\_ showing time limited right to rent  
(must be one document from List B in the right to rent code of practice)

Expiry date of visa or other document showing time limited right to rent \_\_\_\_\_

Date of next right to rent check \_\_\_\_\_ NB this should be within 29 days of the expiry of the occupier's right to reside or within the 29 days before the 12 month anniversary of the last right to rent check.

If no ID is available Home Office registration number \_\_\_\_\_

I confirm that I am over 18 years of age and the information given above is true and accurate. I confirm that no one will be living in the property except anyone who is named above or in the continuation sheet attached.

Signature \_\_\_\_\_

Full name \_\_\_\_\_ Date \_\_\_\_\_

I confirm that I / we have provided original documents proving my right to reside in the UK in the presence of the landlord or the agent named above. I authorise the landlord to retain copies of the identification I provided for as long as the tenancy continues.

I agree to the landlord or landlords agent named at the beginning of this form making any enquiries, checks including via searches through electronic data and or necessary methods or procedure to establish the validity of my right to reside in the United Kingdom. I authorise them to share any information I provide, where necessary, while performing the right to rent checks.

(3) Full Name \_\_\_\_\_

Date of birth \_\_\_\_\_ Age \_\_\_\_\_ Nationality \_\_\_\_\_

Permanent right to rent Evidence Yes/No (delete as appropriate)

If yes, identification type provided \_\_\_\_\_  
(must be the original version(s) of 1 or 2 documents from List A in the right to rent code of practice)

Additional identification if needed \_\_\_\_\_

Time limited right to rent proof Yes/No (delete as appropriate)

If yes, identification type provided \_\_\_\_\_ showing time limited right to rent  
(must be one document from List B in the right to rent code of practice)

Expiry date of visa or other document showing time limited right to rent \_\_\_\_\_

Date of next right to rent check \_\_\_\_\_ NB this should be within 29 days of the expiry of the occupier's right to reside or within the 29 days before the 12 month anniversary of the last right to rent check.

If no ID is available Home Office registration number \_\_\_\_\_

I confirm that I am over 18 years of age and the information given above is true and accurate. I confirm that no one will be living in the property except anyone who is named above or in the continuation sheet attached.

Signature \_\_\_\_\_

Full name \_\_\_\_\_ Date \_\_\_\_\_

I confirm that I / we have provided original documents proving my right to reside in the UK in the presence of the landlord or the agent named above. I authorise the landlord to retain copies of the identification I provided for as long as the tenancy continues.

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