

**REFERENCE FORM – PRIVATE & CONFIDENTIAL**

Please ask your referee to complete this form to the best of their knowledge, choosing whichever section reflects how they know you.

<b>Applicant's Name &amp; Contact Details</b>	<b>Referee's Name &amp; Current Address</b>
<b>Contact Telephone Number / E-mail Address</b>	<b>Contact Telephone Number / E-mail Address</b>
<b>1) PREVIOUS/CURRENT LANDLORD</b>	<b>2) PREVIOUS/CURRENT EMPLOYER</b>
<b>Property Address:</b>   <b>Did the applicant pay the rent on time? YES/NO</b> <b>Were there any breaches of tenancy? YES/NO</b> <b>Would you rent to them again? YES/NO</b>  <b>Comments:</b>	<b>Job Title &amp; Address of Workplace:</b>   <b>How long was the person working for you?</b> <b>From..... To.....</b>  <b>Were there any issues with their conduct? YES/NO</b>  <b>Comments:</b>
<b>3) EDUCATION</b>	<b>4) PERSONAL</b>
<b>School/College/University Name &amp; Address:</b>   <b>Dates of attendance:</b> <b>From..... To.....</b>  <b>In what capacity do you know this person?</b>  <b>Were there any issues with this person's behaviour whilst enrolled? YES/NO</b>  <b>Comments:</b>	<b>In what capacity do you know this person?</b>   <b>How long have you known this person?</b> <b>From..... To.....</b>  <b>To your knowledge are they of good character? YES/NO</b>  <b>Comments:</b>

By completing this form your referee consents to being contacted regarding the above information.