

Landlord's current address

Employer's details

Contact:
Department:
Employer's Co. name and address

Telephone Number:

Date:

Dear Sirs/Madam

RE:

The above employee of your company wishes to take up a Month tenancy on a property owned/managed by myself and has authorised me to request information from yourselves to help establish his/her status. A copy of his/her consent form is attached.

I would be very grateful if you would complete the information below and return this form in the enclosed stamped addressed envelope as soon as possible, Thank you.

Yours sincerely

Landlord

Re:.....

- 1) How long has he/she been in your employment?
- 2) Is the employment considered to be permanent or contract?
- 3) If temporary, when will the current contract expire?
- 4) In your opinion, will his/her salary be sufficient to cover a monthly rent payment of £..... YES / NO
- 5) Is there any other relevant information regarding this employee? YES / NO
(If yes, please detail below)

Signed

Date

Position:.....