



**APPLICATION FOR RENT DEPOSIT BOND SCHEME**

**PLEASE ENSURE THAT YOU COMPLETE THE CHECKLIST AND INCOME & EXPENDITURE SHEET AT THE END OF THIS APPLICATION FORM AND SUPPLY ALL REQUESTED DOCUMENTATION**

**PLEASE USE A BLACK PEN TO FILL OUT ALL REQUIRED FIELDS IN BLOCK CAPITALS**

**A. PERSONAL DETAILS:**

Applicant 1: Mr/Mrs/Ms/Miss/Other..... Forename.....  
(delete as applicable) Surname.....  
Date of Birth..... Age.....  
National Insurance Number.....

Applicant 2: Mr/Mrs/Ms/Miss/Other..... Forename.....  
(delete as applicable) Surname.....  
Date of Birth..... Age.....  
National Insurance Number.....

Contact address: .....  
.....  
.....

Date you moved to this address:.....

Contact telephone number: .....

Details of any other household members who will be moving with you (name, age and relationship to you):

.....  
.....  
.....

**B. INCOME DETAILS**

**B1**

Are you working? Yes  **please continue below** No  **please complete B2**

Employer's name and address: .....

.....

Date employment commenced: ..... Monthly Net Salary: .....

***Please ensure you provide a copy of your last 3 wage slips***

**B2**

Are you in receipt of income benefits? Yes  No

Please specify what benefits received and monthly amounts: .....

.....

***Please ensure you provide proof of any benefits***

**B3**

Do you have any savings? Yes  No  Please state the amount: .....

**C. LOCAL CONNECTION**

Please give details of your previous addresses during the last five years:

Address	Date from	Date to	Reason for leaving	Accommodation type

Do you have any family living in the Borough? Yes  No

If yes, please provide details as follows:

**Name and Address**                      **Relationship to you**                      **No. of years at address**

.....

.....

**D. PRESENT CIRCUMSTANCES**

**Where do you presently live?**

Sleeping rough  Staying with friends  Parents/relatives   
Prison  Privately renting  Hostel

Other – please specify: .....

**Please give reasons as to why you are homeless:** .....

.....  
.....

***Please provide proof of your homelessness – i.e. a Notice or letter from your landlord explaining why you must leave***

**E. FUTURE ACCOMMODATION**

Have you found a property to rent? Yes  No

**If no please move to section F**

Property address: .....

.....

Property type: Bedsit/studio  1 bed  2 bed  3 bed

Other – please specify.....

How much is the monthly rent? .....How much deposit is required? .....

Name, address and telephone number of landlord: .....

.....

From which date will the property be available? .....

**F. DECLARATION:**

**I/we give consent for the housing options team to approach other Council departments in connection with this application: Yes  No**

I/we declare that the information I/we have given is correct and complete. I/we will inform Maidstone Borough Council of any changes in circumstances and I am/we are aware that any change may result in me/us becoming ineligible for the scheme. I am/we are aware that if I am/we are accepted for the deposit guarantee scheme, this will only be available for a period of 3 months, after which if I/we still require assistance through the scheme, I/we will have to submit new proof of my homeless situation and income details.

Signed: ..... Signed: .....

*(All applicants to sign)*

Dated: .....

**PLEASE ENSURE THAT YOU COMPLETE THIS CHECKLIST AND THE  
INCOME & EXPENDITURE SHEET FULLY AND SUPPLY ALL  
REQUESTED DOCUMENTATION**

**FAILURE TO DO SO MAY RESULT IN YOUR APPLICATION BEING  
DELAYED**

- I/we can confirm that all applicants are 18 years or over
- I/we can confirm that at least one applicant has a local connection to Maidstone

I/we can confirm that I/we have:

- provided identification for applicants over 18 years
- provided evidence of my last 3 wage slips (if applicable)
- provided recent evidence of any benefits (if applicable)
- provided proof of my/our homelessness
- provided full contact details of the Landlord (if applicable)
- completed the income and expenditure sheet provided

I/we can confirm that, I/we are able to afford the rent for the property. I/we also undertake to pay an amount to be agreed (minimum of £10 per month) to the Council towards the Bond provided.

Signed: ..... Signed: .....

*(All applicants to sign)*

Dated: .....

## MONTHLY INCOME AND EXPENDITURE

**Applicant(s) Name(s):** ..... **Dated:** .....

### **Monthly Income**

	Applicant 1	Applicant 2	Comments
Salary received			
Benefits received			
Maintenance received			
Other regular income			
<b>Total Monthly Income</b>			

### **Monthly Expenditure**

	Applicant 1	Applicant 2	Comments
Rent			
Service Charge / Ground Rent			
Water			
Council Tax			
Gas			
Electric			
Other Household Fuels			
Buildings & Contents Insurance			
Telephone / Mobile / Internet			
TV Licence			
Satellite Rental			
Repairs / Service contracts			
Appliance Rental			
Repayments to creditors (cards, etc)			
Vehicle Finance			
Road Tax			
Vehicle Insurance			
Vehicle Breakdown Cover			
Food / Toiletries, etc			
School Meals / Work Meals			
Pets / Pet Food / Pet Insurance			
Tobacco			
Dentist /Opticians/Prescriptions			
Sports/Hobbies/Entertainment			
Child support paid by you			
Childcare			
Fines, CCJs, etc			
Life Insurance / Private Pension			
Medical / Accident Insurance			
Income Tax/National Insurance			
VAT – Self Employed Only			
<b>Total Monthly Expenditure</b>			

	Applicant 1	Applicant 2
Total Monthly Income		
Total Monthly Expenditure		
<b>Monthly Surplus / Deficit</b>		

**Signed:**

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