



Tenant Application Form – The Oslo

(This form is to be completed as part of the application being submitted to Hooke & MacDonald)
All residents, including children, must be listed on this application form.

Property Address: _____

Applicant 1:

Name		Contact Number	
Personal Email		Occupation	
Employer Name & Address			

Applicant 2:

Name		Contact Number	
Personal Email		Occupation	
Employer Name & Address			

Applicant 3:

Name		Contact Number	
Personal Email		Occupation	
Employer Name & Address			

Applicant 4:

Name		Contact Number	
Personal Email		Occupation	
Employer Name & Address			

Children's Details

Child 1:

Name	Date of Birth

Child 2:

Name	Date of Birth

Child 3:

Name	Date of Birth

Parking:

Limited parking is available at an additional cost of €75 per month per space. Maximum 1 car space per apartment subject to availability.

Parking space required	Yes	No
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Pets:

The Oslo is a pet friendly development. All pets must be pre-approved as part of the tenant application process. First pet is charged at a rate of €50 per month/second pet is charged at a rate of €30 per month. T&Cs Apply.

Details of Pet					
Pet Name:		Breed:		Age:	
Type of Pet:		Colour:		Sex:	
Microchip No.:		Weight:			
Is your pet neutered?	Yes / No		Yes	No	
Contact details of Veterinary Practice	Name: Address: Contact number:				

Please submit a photo of the pet for our files.

REFERENCE DOCUMENTS REQUIRED AS PART OF APPLICATION

1. Completed Tenant Application Form.
2. Previous landlord references including one from your most recent landlord/ property ownership details (if applicable).
3. Financial Reference/Evidence of the source of rent: A copy of the bank statements for each Applicant Tenant for the most recent 3 months (online statements will suffice); employment verification reference where relevant; copies of entitlement to Rent Supplement/Housing Assistance Payment where relevant.
4. We will be required to verify the employment details and landlord references provided (if applicable); please confirm consent for us to contact the following by ticking the boxes below:
 - Employer ☐
 - Landlord Reference (s) ☐

If your application is successful, please confirm that you will be in a position to provide each of the following within 24 hours of being requested:

- PPS Numbers for all tenants ☐
- Copy of driver's licences or passports ☐

Do not send these details until you are requested to do so

ITEMS REQUIRED TO BE DONE BEFORE MOVING INTO THE PROPERTY

- One month's security deposit and one month's rent in advance. In some cases, balance of rent to 1st of next month will be required
- Two leases signed by all named tenants
- A Standing Order for monthly rent to be set up from one account
- Utility Transfer consent form to be completed and signed (if applicable)

Please email this form together with all required reference documents to apply@hmd.ie.

Please clearly label all emails with the unit number and address.

Please do not hesitate to contact our Letting Department should you have any queries:

Phone: (01) 6318401

Hooke & MacDonald Limited is the Data Controller of the personal data contained in this form pursuant to the Data Protection Acts 1988 & 2003 & The General Data Protection Regulations EU 2016/679 (GDPR). The personal data is collected as part of your application to rent the property identified at the top of this form and the personal data may be disclosed to the owner/the Landlord of the property. In the event that your application is successful then Hooke & MacDonald shall disclose your identity, and other relevant data, to the utility providers (if applicable) and management company for the property and the Residential Tenancy Board (RTB). Please note that you are obliged to complete all parts of this form and if you do not do so then your application shall not be considered. You have the right of access to the personal data that Hooke & MacDonald Limited holds about you, the right to rectify any inaccurate data and to have the personal data processed fairly.

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