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**Ashendon Community Pub Society Limited**

**Tenant Application Form**

***Your Personal Details***

Title

Forename Surname

Mobile No Landline No

Email

Address

Postcode

How long have you lived at this address? Years Months

If less than 3 years at this address, please give previous addresses up to 3 years.

Address

Postcode From To

Address

Postcode From To

***Your Company Details (complete this only if you are applying as a Company)***

Company Name and company registration number

Is the company Limited Partnership Sole Trader Other (Specify)

Names of Company Directors

Mobile No Landline No

VAT Number (if applicable)

Address

Postcode

How long at this address? Years Months

If less than 3 years at this address, please give previous addresses up to 3 years.

Address

Postcode From To

Address

Postcode From To

***Last 5 Year’s Work History***

EMPLOYER OR YOUR BUSINESS NAME:

Address of Workplace:

From Until Position Held

Brief details of duties and responsibilities

EMPLOYER OR YOUR BUSINESS NAME

Address of Workplace:

From Until Position Held

Brief details of duties and responsibilities

EMPLOYER OR YOUR BUSINESS NAME

Address of Workplace:

From Until Position Held

Brief details of duties and responsibilities

*Please add further sheets if more than three places in last five years*

***Personal Licence & Qualifications***

Do you have a personal licence issued by the local authority? Yes / No

Do you have a Basic Food Hygiene qualification? Yes / No

Award in Beer & Cellar quality? Yes / No

Have you completed a Pre-Entry Awareness Training Course? (PEAT) Yes / No

Have you previously been a Designated Premises Supervisor? (DPS) Yes / No

Basic First Aid? Yes / No

Other pub industry qualifications / courses attended

***Credit History***

Have you ever had bankruptcy or insolvency proceedings taken against you? Yes / No

If made bankrupt, have you been discharged? Yes / No

Have you ever had a County Court Judgement made against you? Yes / No

Have you ever had any Criminal Convictions? Yes / No

Details of County Court Judgements /Criminal Convictions:

***Proof of Your Right to Work in the UK***  
If you’re a British or Irish citizen, please prove your right to work in the UK with either a **British passport** or an **Irish passport**.

If you’re **not** a British or Irish citizen, please prove your right to work with a **share code** or your **immigration documents.**

***Financial Details***

Capital will be required to cover the purchase of stock, glassware, fixtures and fittings in addition to both the security bond and first month's rent. This ill be discussed in further detail during the interview process. Proof of finance will be required before a formal offer for a tenancy is made.

***Additional Details***

If you feel there is any other information you would like to include to support your application, please include it here. We do not require a Business Plan at this stage. However, if we progress further with your application, we will require a detailed business plan submitted prior to the interview.

***Declaration***

I declare that the information supplied on this form is accurate and I have not withheld any material facts. I understand that if, at a later date any of the information supplied is found to be inaccurate, or material facts have been withheld that The Society reserves the right to withdraw any offer that may have been made. I understand that The Society will carry out a credit reference check.

Signature Date

***Completed Applications***

Please send your completed application to:

* James Morris, Ashendon Farm, Ashendon, Aylesbury, Bucks, HP18 0HB
* Luke Jamieson, [lj@abcbox.co.uk](mailto:lj@abcbox.co.uk)
* Sally Dorling, sally@marketingfoods.co.uk

***Further notes relating to your application***

1. Ashendon Community Pub Society Limited (ACPS) reserves the right to disqualify applicants who fail to complete and provide all the information required by this Tenancy Application Form (TAF) or who otherwise fail to fully comply with the requirements and terms set out in this TAF or who are discovered to have misrepresented any information supplied.
2. The information contained in this TAF and any supporting documents, and any related written or oral communication is believed to be correct at the time of issue but ACPS. will not accept any liability for its accuracy, adequacy or completeness and no warranty is given as such. This exclusion does not extend to any fraudulent misrepresentation made by or on behalf of ACPS.
3. By issuing this TAF, ACPS is not bound in any way to enter into any contractual or other arrangements with you or any other party. No contract will come into existence until a written contract is duly executed by ACPS and any successful applicant. The subject matter and/or content of this TAF shall only have any contractual effect when it is contained in the express terms of a written and executed contract.
4. It is intended that the remainder of this tenant recruitment process will take place in accordance with the provisions of this TAF but ACPS reserves the right to terminate, amend or vary the tenant recruitment process and/or its requirements. ACPS will accept no liability for any losses caused to applicants as a direct or indirect result.
5. Applicants will not be entitled to claim from ACPS any costs or expenses that may be incurred in preparing applications or as a result of expressing an interest in or otherwise taking part in this tenant recruitment process. Applicants must bear all costs associated with taking part in this tenant recruitment process in all circumstances.
6. ACPS relies on the applicant's own analysis and review of the information provided. Applicants are solely responsible for obtaining the information that they consider necessary to make decisions regarding the content of their applications and to undertake any investigations they consider necessary in order to verify any information provided to them during the procurement process. Applicants should notify ACPS promptly of any perceived ambiguity, inconsistency, or omission in this TAF, any of its associated documents and/or any other information issued to them during the tenant recruitment process.
7. We will ask for proof of Your Right to Work in the UK.If you’re a British or Irish citizen, you can prove your right to work in the UK with either a British passport or an Irish passport or passport card  
   If you’re not a British or Irish citizen, you can prove your right to work with a share code or your [immigration documents](https://www.gov.uk/prove-right-to-work/using-immigration-documents).
8. Ashendon Community Pub Society Limited (“The Society”) uses personal data collected whilst processing this Pub Tenancy Application responsibly and in accordance with all applicable data protection laws.