



## REGISTRATION OF TENANCY

A charge of £12.50+VAT is made for each tenancy registered on your behalf. The data will not be entered on the tenancy database until payment has been made.

Make cheques payable to: The Dispute Service Ltd

For the Scheme Administrator's use only:

Tenancy Number

### I Would Like To Register The Following Tenancy On Behalf Of The Company Below

Scheme Member

Membership Number

Address Of Property




Postcode

Telephone Number

Email Address

Fax

Name of Landlord

Mobile Phone Number

Email Address

Unique ID (if known)



## Please Supply The Following Information About The Tenancy

When did the tenancy start?

-   -

When is the tenancy due to end?

-   -

How much is the deposit?

£

When was it/will it be paid?

-   -

## I/We Will Inform The Scheme Administrator By Telephone Or Email

1. The management of the property changes
2. The tenants change during the course of the tenancy
3. When the tenancy comes to an end

Title

First Name

Surname

Position

Date

-   -

Signed