

Right to rent  
identification  
form



To be filled out in presence of landlord/agent – complete an individual sheet for each tenant/occupier

Proposed tenant names

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Number of proposed occupiers in the property

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Full list of proposed occupiers in the property

Occupier 1 name	<hr/>	Age	<hr/>
Occupier 2 name	<hr/>	Age	<hr/>
Occupier 3 name	<hr/>	Age	<hr/>
Occupier 4 name	<hr/>	Age	<hr/>
Occupier 5 name	<hr/>	Age	<hr/>
Occupier 6 name	<hr/>	Age	<hr/>

All tenants and occupiers aged 18 and over must complete the attached form in the presence of the landlord or agent and provide proof of right to reside in the United Kingdom. This proof must be either an original document from lists A(1) and B in [‘Code of practice on illegal immigrants and private rented accommodation for tenancies starting on or after 1 February 2016’](#) or two original documents from list A(2) in the same guidance. This document must be witnessed by the landlord or agent in person. Copies are not acceptable. The landlord/agent will take and keep copies for up to 12 months after the expiry of your last tenancy agreement.

No tenancy will be completed until the necessary original documentation has been provided by all prospective occupiers aged 18 years or older.

Landlord/agent  
name(s)

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Proposed tenancy  
address

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**Tenant/Occupier** (delete as appropriate)

Name \_\_\_\_\_

Date of birth \_\_\_\_\_ Age \_\_\_\_\_

Nationality \_\_\_\_\_

Permanent right to rent proof Yes/No (delete as appropriate)

If yes, identification type provided \_\_\_\_\_  
(must be the original version(s) of 1 or 2 documents from List A in the right to rent code of practice)

Additional identification if needed \_\_\_\_\_

Time limited right to rent proof Yes/No (delete as appropriate)

If yes, identification type provided \_\_\_\_\_  
showing time limited right to rent  
(must be one document from List B in the right to rent code of practice)

Expiry date of visa or other \_\_\_\_\_  
document showing time limited right to rent

Date of next right to rent check \_\_\_\_\_  
(NB this should be within 29 days of the expiry of the occupier's right to reside or within the 29 days before the 12 month anniversary of the last right to rent check.)

If no ID is available,  
Home Office registration number \_\_\_\_\_

*I confirm that I am over 18 years of age and the information given above is true and accurate. I confirm that no one will be living in the property except anyone who is named above or in the continuation sheet attached.*

*I confirm that I have provided original documents proving my right to reside in the presence of the landlord or the agent named above. I authorise the landlord to retain copies of the identification I provided for as long as the tenancy continues and for the period required by the law.*

*I agree to the landlord or agent named at the beginning of this form making any enquiries necessary to establish the validity of my right to reside in the United Kingdom. I authorise them to share any information I provide, where necessary, in connection with the right to rent checks.*

**SIGNED** \_\_\_\_\_

**NAME** \_\_\_\_\_

**DATE** \_\_\_\_\_