

# AJG Property

## Instruction To Manage

Please complete, sign and return this form.

<b>Landlord Details</b>	
Full Name(s)	
Current Address	
Email Address	
Mobile Tel No	
Home Tel No	
Emergency Contact and Tel No	
<b>Financial Details</b>	
Bank and address	
Account Name	
Sort Code	
Account Number	
Mortgage Lender	
Mortgage Renewal Date	
Buildings Insur Co	
Renewal Date	
Contents Insur Co	
Renewal Date	
<b>Utility Providers</b>	
Electricity Supplier	
Meter Serial No and location	
PIR Renewal Date	
Date PAT Test Due	
Gas Supplier	
Gas Meter No and location	

Landlords Gas Certificate Renewal Date	
Telephone Supplier	
Broadband Supplier	
Council Tax Band and Reference No	
<b>Property To Be Let</b>	
Address	
Monthly Rent	
No of Bedrooms	
Property Description	
Special Conditions (eg No DSS, pets, students)	
Vacant from/to	
Location of mains stopcock	
Landlord Registration No	

I/we :-

- hereby solely authorize AJG Property to act on my/our behalf to let and manage the above property that I/we own.
- agree to be bound by the terms and conditions detailed in the attached conditions.
- confirm that all services and furnishings within the property conform to safety regulations.
- authorize AJG Property to sign a relevant tenancy agreement on my/our behalf.

Print Name(s)

Signed

Date
