

Property:	Flat Number:	Room:
------------------	---------------------	--------------

Title Mr Miss Mrs Ms Other, please state

Please provide us with a photocopy of government issued photo ID with this form.

First name(s) (As it appears on your ID):

Surname/Family name (As it appears on your ID):

Mobile: Home telephone number:

Email Address:

Current Term Time Address & Post Code:

Date of Birth: Age:

Gender: Male Female Other (please state) _____

Nationality:

UK based Guarantor Information

Guarantors full name (As it appears on your ID):

Mobile: Email Address:

Guarantors Address & Post Code:

Guarantors' occupation (full time employment):

University Attending:

Course Attending:

Full Course Date	From:	To:
------------------	-------	-----

Year of Study in September 2026 (please circle) 1st 2nd 3rd 4th Post Graduate

University Student Number:

Do you have any medical/health conditions? Yes No If Yes please complete form attached

How did you hear about Westmanor Student Living?

I am a Westmanor tenant now Westmanor website/Rightmove Other

Declaration

- ✓ I have completed the reservation form and paid £100 advanced rent payment to secure the property selected. I understand that the flat/room will be reserved for me for the maximum of **7 days** from the date of receiving my tenancy documents. I also understand that the reservation will only become guaranteed upon signing the appropriate tenancy agreement within this timescale.
- ✓ I understand that if for any reason I do not proceed with the proposed tenancy, £100 paid will be retained by Westmanor Student Living LTD and therefore **non-refundable**.
- ✓ If I proceed to signing an appropriate tenancy agreement and take up accommodation, then the £100 advance rent payment will be allocated as part of my first rent instalment.
- ✓ I understand that if I have not had a physical viewing and that I have reserved the property based on images/videos and floorplans, I cannot raise a complaint with Westmanor if the flat differs from what I expect.
- ✓ **I have read, ticked the consent box and signed the data consent form.**

Print Name: Signature: Date:

(Office use only) £100 paid by cash/ card /BP Date received _____ Staff initials _____

Data Consent Form

Please read and complete this consent form to confirm that you agree to Westmanor Student Living Ltd processing your personal data.

We, **Westmanor Student Living Ltd** need to ask your permission before we can use your personal data.

What personal data do we ask for?
Name, Telephone number(s), Email address, current address, Parent/Guardian/Guarantor name and address, date of birth, gender, nationality, university attending, university course name and dates, university student number, Certificate of registration or Council tax exemption certificate, and a copy of photographic identification.
Why do we want your personal data?
To ensure that your tenancy is conducted legally and in the best interests of all parties.
How do we use your personal data?
For identity purposes, contractual purposes, contact purposes, processing payments/refunds and registering your deposit (if applicable) in a government scheme, email updates from Westmanor about new products, special offers and exclusive competitions and promotions.
Who may we share your personal data with?
Leicester City Council, Utility companies, Emergency Services, the landlord of the property, His Majesty's Court and Tribunal Services, Collection companies, NatWest Bank, University of Leicester, De Montfort University, your guarantor, Security services, Maintenance contractors working on behalf of Westmanor Student Living and/or the landlord of the property and any other professional agencies.
Why do we want to share your personal data?
To ensure that utility accounts are kept up to date for your property, to ensure that any emergency or illegal situations that may arise are dealt with efficiently, to ensure that your tenancy is conducted legally and effectively, to process and receive rent and other payments,
How long will we keep your personal data?
Your personal data may be kept for up to 6 years due to the code of practice outlined by The Property Ombudsman.
Can you withdraw your permission?
Yes, you will need to email the allocated data protection officer Sarah Brant sarah@westmanorstudentliving.co.uk to request this.
Please complete below:
Please tick the box if you consent to us using your personal data in this way <input type="checkbox"/>
Signed _____ Date _____

Note: You are not obliged to consent to this request. However, if you do not consent then unfortunately you will not be able to continue with your reservation.

Medical Questionnaire

Personal Details:

Full name: _____

Address: _____

Phone number: _____

Email address: _____

First Emergency Contact:

Full name: _____

Address: _____

Phone number: _____

Email address: _____

Relationship: _____

Second Emergency Contact:

Full name: _____

Address: _____

Phone number: _____

Email address: _____

Relationship: _____

Medical History:

Please list any medical conditions that you have (for example asthma, diabetes, epilepsy):

Any allergies: _____

NHS number (provide only if you have medical issues): _____

Sign: _____ Date: _____