



## Accommodating Application Form

### DETAILS OF APPLICANT:

FULL NAME(s): \_\_\_\_\_

PERMANENT ADDRESS: \_\_\_\_\_  
\_\_\_\_\_

POST CODE: \_\_\_\_\_ TELEPHONE: (Home) \_\_\_\_\_

TELEPHONE: (Business) \_\_\_\_\_ FAX: \_\_\_\_\_

EMAIL: \_\_\_\_\_

1. BUSINESS NAME: (If Applicable)

\_\_\_\_\_

3. LIMITED COMPANY: YES / NO *delete as appropriate* COMPANY NUMBER: \_\_\_\_\_

4. REGISTERED OFFICE:

\_\_\_\_\_  
\_\_\_\_\_

5. DATE OF BUSINESS FORMATION: \_\_\_\_\_

6. NUMBER OF PEOPLE TO BE BASED AT CENTRE: \_\_\_\_\_

7. PLEASE PROVIDE A BRIEF SUMMARY OF THE NATURE OF YOUR BUSINESS  
AND HOW YOU INTEND TO USE THE WORKSPACE.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

8. ARE YOU REGISTERED FOR V.A.T.? YES/NO V.A.T. No. \_\_\_\_\_

9. WHICH OFFICE ARE YOU INTERESTED IN TAKING? \_\_\_\_\_

**REFERENCES:**

*Please provide two references. This could be from the following; client references, character references or employee reference.*

**Reference 1:**

1. NAME or ORGANISATION: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
\_\_\_\_\_  
-  
POST CODE: \_\_\_\_\_ TELEPHONE: \_\_\_\_\_

**Reference 2:**

2. NAME or ORGANISATION: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
\_\_\_\_\_  
-  
POST CODE: \_\_\_\_\_ TELEPHONE: \_\_\_\_\_

Signature of applicant: \_\_\_\_\_ Date of application: \_\_\_\_\_