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PLEASE PRINT CLEARLY IN BLOCK CAPITALS

TENANCY APPLICATION; GUARANTOR DETAILS

MAIN APPLICANT(S) _____

RELATIONSHIP TO APPLICANT(S) _____

PROPERTY BEING APPLIED FOR: _____

TITLE MR/MRS/MISS/OTHER: _____ **SURNAME:** _____

FIRST NAME(S): _____

DATE OF BIRTH: _____ **NATIONAL INSURANCE NUMBER** _____

NATIONALITY _____ **RESIDENT IN THE UK FROM WHEN?** _____

STATUS: SINGLE / MARRIED / SEPARATED / LIVING WITH PARTNER / WIDOWED

PRESENT ADDRESS: _____

_____ **POST CODE:** _____ **DATES FROM:** _____ **TO:** _____

PREVIOUS ADDRESS: _____

_____ **POST CODE:** _____ **DATES FROM:** _____ **TO:** _____

TEL NOS: (HOME) _____ (WORK) _____ (MOBILE) _____

E-MAIL: (PERSONAL): _____ (BUSINESS): _____

IMPORTANT NOTE: We will require a copy of a photographic ID and one further form of ID to confirm your current address as part of this application

RESIDENTIAL STATUS:

HOUSE OWNER / PRIVATE TENANT / COUNCIL TENANT / LIVING WITH RELATIVES / LODGER

IF YOU ARE A HOME OWNER: NAME & ADDRESS OF MORTGAGE LENDER: _____

_____ **ACCOUNT NUMBER:** _____

IF YOU ARE A TENANT: NAME OF LANDLORD OR LETTING AGENT: _____

ADDRESS: _____

TEL: _____ **FAX:** _____ **EMAIL:** _____

Continued.....

EMPLOYMENT STATUS:

EMPLOYED / SELF EMPLOYED / RETIRED / UN-EMPLOYED / STUDENT / INDEPENDENT MEANS

APPROXIMATE NET MONTHLY INCOME: £ _____

IF YOU ARE EMPLOYED: NAME OF EMPLOYER: _____

ADDRESS FOR REFERENCE: _____

TEL: _____ FAX: _____ E-MAIL: _____

NAME FROM WHOM REFERENCE SHOULD BE SOUGHT: _____

YOUR PERIOD OF EMPLOYMENT IN CURRENT JOB: _____

POSITION HELD: _____ PAY ROLL/EMPLOYEE REF No _____

PART TIME OR FULL TIME: _____ PERMANENT OR TEMPORARY: _____

IF YOU ARE SELF-EMPLOYED: TRADING NAME _____

NATURE OF BUSINESS _____ DATE STARTED TRADING _____

NAME OF YOUR ACCOUNTANT: _____

ADDRESS: _____

TEL: _____ FAX: _____ E-MAIL: _____

NAME & ADDRESS OF BANK (FULL ADDRESS MUST BE PROVIDED): _____

ACCOUNT NUMBER: _____ SORT CODE: _____

NAME THE ACCOUNT HELD IN: _____

As part of this application we will apply for a bank reference. You will be responsible for any charges made by your bank or buildingsociety in relation to this.

GENERAL INFORMATION

PLEASE GIVE DETAILS OF ANY CURRENT OR PROPOSED HIRE PURCHASE AGREEMENTS OR LOANS:

HAVE YOU EVER BEEN BANKRUPT OR INSOLVENT?: YES/NO

HAS A COUNTY COURT JUDGEMENT EVER BEEN REGISTERED AGAINST YOU?: YES/NO

HAVE YOU EVER APPLIED FOR A INDIVIDUAL VOLUNTARY AGREEMENT? YES/NO

HAVE YOU EVER BEEN SUBJECT TO A DEBT MANAGEMENT PLAN YES/NO

HAVE YOU EVER BEEN EVICTED FROM A PROPERTY YES/NO

IF YES TO ANY OF THE ABOVE, PLEASE GIVE DETAILS:

DECLARATION

As part of this guarantors application I authorise the Agent to:

- carry out credit searches and reference checks and to contact employers, banks, referees, guarantors and credit reference agencies as appropriate.
- use the information obtained with third parties to assess credit ratings, make insurance decisions, for fraud prevention and tracing / debt collection.
- handle all information obtained in strictest confidence and in accordance with the principles of the Data Protection Act 1998.

I understand that I can request the details of any credit reference agencies used so that I can verify with them the information provided.

I agree for my bank or building society to deduct any charges made by themselves for supplying a bank reference direct from my account

I understand that if I default on my obligations, this information may be released (per Section 35 of the Data Protection Act 1998) to authorised debt recovery agencies and could affect any future applications I make for tenancies, credit and insurance.

A fee of £25.00 inclusive of VAT is applicable to this guarantors application and is non refundable.

I hereby declare that all my answers are true to the best of my knowledge and agree that the above statements shall form the basis of the Guarantors Agreement.

Completing this form does not commit the prospective tenant, the guarantor or landlord to a tenancy.

SIGNED: _____ DATE: _____

PRINT NAME: _____