

GUARANTOR APPLICATION FORM

Thank you for agreeing to be a guarantor. Please complete **all** relevant sections using **BLOCK CAPITALS** and remember to sign! **Giving full details will avoid delays!**

1. Property Details (The Rental Property)	
Flat Number	
Block Number and Street Name	
Town	
Postcode	
Description (Type) of Rental Property	
Tenancy Initial Term (months)	
Proposed Tenancy Start Date: dd/mm/yyyy	
Total Rent per Calendar Month	£
Deposit Amount	£
Proposed Number of Tenants	

2. Applicant (Guarantor) Details			
Title	First Name	Middle Name	Last Name
Any Previous Names in Full:			
Date of Birth dd/mm/yyyy	Nationality:	Single/Married Etc	National Insurance Number:
If in a civil relationship – how long have you been together? (Please not that if less than 2 years a guarantor may be required)			
Mobile Number:			
Email Address:			
Identity Documentation provided and copy taken by Agent	Y/N		

We do all our communication via email It is imperative that you write your email address correctly and clearly so that we can send documents to you.

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3.Present Address including Postcode			
Time at this Address	Years	Months	
Status: Homeowner / Renting / Living with Relatives			
If renting what rent have you been paying?	Monthly rental amount: £		
Why looking to move?			

4.Previous Address/s (up to 6 years) * Previous Address 1 with Post Code – include the date you left this address
Previous Address 2 with Post Code – include the date you left this address
Previous Address 3 with Post Code – include the date you left this address
*Provide additional information in Section 9 if necessary

5.Present Landlord or Agent Landlord or Agency Name and Address including Post Code:			
Telephone Number	Mobile Number	Office Number	
Email Address:			

6.Employment & Financial Details			
Employment Status	Monthly Income	Is this gross or net?	
Employed, Self Employed, Retired, Unemployed, Student	£		
Job Title:			
Start Date: dd/mm/yyyy			
Is your employment Permanent / Temporary / Contract?			
Is your job likely to change soon?			Y/N
How do you propose to pay the rent? Tick relevant box	Salary	Savings	Other

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Employer Details – Name & Address of Employer Organisation including Post Code			
Telephone Number			
Employer Referee Name & Position			
Referee Phone Number			
Referee Email Address			

7. Personal Details Continued:

Are you a Smoker?		Yes	No
If Yes do you agree not to smoke anywhere other than the designated smoking area outside of the building?		Yes	
Do you have Children?		Yes	No
If Yes – how many and what ages?			
Do you have any pets?		Yes	No
Please note NO pets are allowed on the premises			
Do you own a car – if yes please supply make and registration		Yes	No
Do you have any debt problems: IVA / Court Judgements (CCJ) / Bankruptcy		Yes	No
Have you any previous evictions?		Yes	No
Is a Guarantor required? If yes then please ensure the guarantor completes a separate tenancy application form and can be present for signing of tenancy documents.		Yes	No
Next of Kin – who should we contact in an emergency (Not Spouse)			
Name:			
Address:			
Telephone Number:			
Email Address:			
Relationship to renter (parent / guardian / friend)			

8. Bank Details (Current accounts only) for future rental payments

Bank Name	Sort Code	Account Name	Account Number
An automated Direct Debit will be set up for rent to be taken on the 1 st working day of each month. Should the direct debit not have been set up in time then we will take rent from the debit card details provided below. We will inform you in advance should this be the case			

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CREDIT/DEBIT CARD DETAILS – A £1 CHARGE WILL BE TAKEN ON RECEIPT OF AN APPROVED APPLICATION – THIS WILL SHOW ON YOUR STATEMENT AS AAC SERVICES LTD (our Agent) – for guarantee and failed payment purposes and payments due under our T & Cs if not paid as due.

Card Name	Card Number	Expiry Date	Security Number

9. Additional Information as required for this applicant – add continuation sheet if necessary

10. General Guidance

The details supplied here will be checked using recognised credit reference agencies for tenancy selection purposes. This process will no way affect a prospective tenant’s record or ability to obtain credit in the future and all information obtained will be kept secure and confidential in accordance with the UK Data Protection Act and international privacy laws. Tenants can obtain copies of their own credit records by application to the main credit reference agencies. To avoid delays tenants should provide full contact details and get prior consent from referees and guarantors (if applicable) – **at least 2 referees will be required** for comprehensive checks.

11. Declaration and Authorisation

I apply as a guarantor for this tenancy as per this application. I confirm that the information provided is true and accurate and I authorise the landlord or agent to seek additional information and carry out credit checks and referencing by contacting agencies, organisations and individuals as necessary. I consent to this information being verified by fair and lawful means, which I understand will involve contacting referees and licensed credit referencing agencies. I understand the resulting verified information would be forwarded to the letting agency and / or the landlord. The results may also be accessed again if I apply for a tenancy in the future. I consent to search information held by the credit reference agency being disclosed and the credit referencing bureau will keep a record of that search and the agency and may affect future credit applications from me and or from members of my household and from time to time such information may be used for debt tracing and fraud prevention.

I hereby expressly consent to my personal details, including all recorded details in this application form, and any forwarding address(es) at the determination of any tenancy being passed to the landlord and / or to the local authority. Otherwise all information will be treated as confidential.

I agree that information supplied by me will be held in accordance with the Company’s notification under the Data Protection Act 2018, that you may record sensitive data as defined in the Data Protection Act 2018 and I understand that I have the right to ask for a copy of the information held about me subject to the payment of an administration fee that will be notified to me upon application, though it will not exceed the amount set by statute. I have the right to request that information on me be amended if found to be incorrect. I also consent to passing the results of any such search or assessment to my prospective landlord(s) for assessing this application.

Your Signature	Print your Name	Date (DD/MM/YYYY)