

**GUARANTOR FORM**



**Tenant Assessment Application Fax Form**

**Address of Property (to be rented):**

House Number/Name\*

Flat Number/Name\*

Street \*

Town\*

County

Postcode\*

**Applicant's name or reference ID:**

**Part F Guarantor's Details (if required) \* Mandatory fields**

Please note: to be acceptable as a guarantor you must be UK based and have a UK bank account.

**Tenants to be guaranteed:** Please give the names of all the tenants you will be covering:

	First Name	Middle Name	Surname	Share of Rent	%
Tenant 1:				£	
Tenant 2:				£	
Tenant 3:				£	
Tenant 4:				£	
Tenant 5:				£	

**Guarantor's Personal Details:**

Mr/Mrs/Miss/Ms\*  Other (please specify)

Surname \*

First Name \*

Middle Name

The information contained within this application is being transmitted to and is intended only for the use of Let Insurance Services. If the reader is not the intended recipient, you are hereby advised any dissemination, distribution or copy of this application is strictly prohibited. If you have received this application in error, please immediately notify us by calling 0844 4781600

Date of Birth \*

Nationality

Sex

Male

Female

(please tick)

Marital Status

Maiden Name

Daytime Telephone\*

Evening Telephone

Mobile Telephone\*

Email Address\*

**Guarantor's Current Address:**

House Number/Name\*

Flat Number/Name\*

Street \*

Town \*

County

Postcode \*

Status (tick one) \*

Owner

Rented

Council tenant

Other (please specify)

**Guarantor's Previous Address**

Enter this information only if you have lived at your current address for less than 3 years:

House Number/Name \*

Flat Number/Name \*

Street*	<input type="text"/>
Town *	<input type="text"/>
County	<input type="text"/>
Postcode*	<input type="text"/>

**Part G Guarantor's Reference\* Mandatory fields**

**Employment details:**

Please note to be acceptable as a guarantor you must be employed / self-employed or have an additional source of income which can be verified.

Profession/Occupation*	<input type="text"/>
Annual Income (gross) *	£ <input type="text"/>
Employment start Date*	<input type="text"/>
Payroll/Pension Number	<input type="text"/>

**Additional Income (if applicable)**

Are your circumstances likely to change? \* Yes  No  (please tick)

If yes, please give further details*	<input type="text"/>
--------------------------------------	----------------------

If you have additional Income, Please advise how much per annum*	£ <input type="text"/>
--	------------------------

Source of additional income	<input type="text"/>
-----------------------------	----------------------

**Employer Details:**

If you are employed, self-employed or retired, give details of your employer, accountant or pension provider (alternatively you may provide proof of pensions) below, and authorise them to reply to the enquiries which will be made to verify this information.

Please complete ALL boxes, including contact details for referee.

Employer/Accountant/ Pension provider *	<input type="text"/>
Office House / Name *	<input type="text"/>
Street Number / Name *	<input type="text"/>
Town *	<input type="text"/>
County	<input type="text"/>
Postcode*	<input type="text"/>
Contact Name *	<input type="text"/>
Contact Job Title *	<input type="text"/>
Daytime Telephone*	<input type="text"/>
Mobile Telephone	<input type="text"/>
Email address *	<input type="text"/>
Fax Number*	<input type="text"/>

**Part H Guarantor's Bank/Building Society Details\* Mandatory fields**

**Bank / Building society details:**

Name of Bank*	<input type="text"/>
Address*	<input type="text"/>
Account in the Name of*	<input type="text"/>
How long with this branch	<input type="text"/>

Sort Code\*

Account Number\*

Do you have a cheque guarantee card? Yes  No  (please tick)

**Part I Guarantor's Consent:**

The information, which I have given in my application form, is true to the best of my knowledge. I consent to this information being verified by fair and lawful means, which I understand will involve contacting referees and licensed credit reference agencies.

I consent to Let Insurance Services searching information held by a credit reference agency and agree that Let Insurance Services and the credit referencing agency will keep a record of the search and the results of the search. Such information may be used by other companies for the purpose of assessing other applications from me or for debt tracing and fraud prevention. I understand the information supplied by me and the resulting verified information will be forwarded to the letting agency and/or to the prospective landlord. The information may also be accessed again should I agree to act as a guarantor in the future. I agree that information supplied by me and the results of the assessment process will be held in accordance with the Company's notification under the Data Protection Act 1998. I understand that I have the right to ask for a copy of the information held on 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 the information held be amended if it is found to be incorrect. Let Insurance Services, as well as the letting agency and other selected businesses, may use this information to keep you informed by post, telephone, email or other means about products and services that may be of interest.

If you do not want your information to be used for these marketing purposes, please signify by ticking the box.

Please sign and date the form

Signature \_\_\_\_\_

Date \_\_\_\_/\_\_\_\_/\_\_\_\_

**Definitions:**

<b>Tenant Comprehensive</b>	For applicants who are employed, self-employed, retired or for applicants with a regular income who require an assessment that includes an employer's and where relevant a previous landlord's reference.
<b>Tenant Standard</b>	For applicants when employer's and previous landlord's reference is not required.
<b>Guarantor Standard</b>	For guarantors when an employer's reference is not required.
<b>Comprehensive Guarantor</b>	For guarantors who are employed, self employed, retired or guarantors with a regular income when an assessment is require that includes an employer's reference.
<b>Comprehensive Tenant with Guarantor</b>	For applicants who are students, unemployed or on low income where an assessment is required that includes (where relevant), a previous landlord's reference for the applicant and an employer's reference for the guarantor.