



**Guarantor Agreement**

**1. Property for Rent**

Full name of Tenant or Tenants  
for whom you will act as guarantor .....

Relation to Tenant .....

Property Applied For .....

Commencement date .....

Rent per month (inc rates) .....

**2. Personal Details**

<b>Title: Mr / Mrs / Miss / Ms</b>	
<b>First Name</b>	
<b>Surname</b>	
<b>Date of Birth DD/MM/YY</b>	
<b>Current Address</b>	
<b>Telephone Number (Home)</b>	
<b>Telephone Number (Mobile)</b>	
<b>Email Address</b>	
<b>Are you a homeowner / tenant / other?</b>	
<b>Time at current address (DD/MM/YY)</b>	
<b>If less than 3 years then please provide previous addresses &amp; dates of all past occupations for the last 3 years.</b>	

Do you receive any of the following?

- Housing Benefit       Income Support       Unemployment Benefit       Sickness Benefit
- Retirement Pension       Disability Allowance

### 3. Employment Details

<b>Occupation</b>	
<b>Employers Name</b>	
<b>Employers Address</b>	
<b>Daytime contact number</b>	
<b>Employers Email Address</b>	
<b>Date of employment commenced (DD/MM/YY)</b>	
<b>Employment type (full-time/ part-time, temporary / contract)</b>	

### 4. Guarantor Identity Documents

Please provide one of the following:

- Copy of driving UK driving license
- Copy of passport

Please provide the following:

- Copy of a utility bill with current address visible

### 5. Using Your Personal Information

Personal information which you have supplied to us may be used in a number of ways, for example:

- To make a decision about granting a tenancy with you acting as a guarantor
- To confirm identity and obtaining references
- Debt collection

The information provided may be shared with the landlord for the purpose of dealing with this application. This includes any reports obtained.

We may pass your information to carry out any checks on our behalf but we will not disclose any information to any other individual or company except to prevent fraud or if required to do so by law.

Checks conducted may include:

- Identity confirmation
- Conduct of current or previous tenancies with other landlords or agents
- Employment confirmation
- Confirming and assessing affordability
- Confirming the contents of this application

If a tenancy is granted

Where a tenancy is offered or granted, the information you have provided will act as part of a tenancy agreement.

If a tenancy is NOT granted

Where a tenancy is not offered, the information you have provided will not be kept for longer than necessary and then destroyed.

Access to your personal information

Under the Data Protection Act 1988 and the General Data Protection Regulations 2016, you have the right to know what information we hold about you.

Upon request the landlord/agent will provide you with information about the personal information we hold about you.

**PLEASE NOTE: No application will be processed without being fully completed and all documentation submitted.**

**6. Declaration**

I hereby confirm that I am over 18 years of age and that the information I have provided is to the best of my knowledge true, accurate complete and not misleading at the time of completion.

If I give information that is incorrect or incomplete it may mean that a tenancy is not offered and I or the prospective tenant may lose any money paid to date (for example a holding deposit) or, if a tenancy were granted, possession could be sought on the grounds of false information.

I understand you will use the information I have provided to process my application to be a guarantor for a tenancy, and that this application forms part of your contractual agreement as a guarantor. Should the tenant fall into rent arrears or in the event of non payment for damages caused to the property during the tenancy, I agree that I am liable to cover these costs until the debt is paid in full.

I hereby agree that you may get information about me from certain other organizations and individuals, or give information about me to them to; make sure the information is accurate; prevent or detect fraud; confirm affordability and to satisfy the agent and landlord of suitability as guarantor. These other organizations include credit referencing agencies or bureaus, landlords, employers or other companies/individuals as provided by me. Any report obtained may be shared with the landlord or agent.

Signed By the Guarantor:

Signature:.....

Guarantors Full Name:.....

(In Block Capitals)

DATE:.....

Witness Signature:.....

Name of Independent Witness:.....

DATE:.....