

Application for Guarantor

We require the following documents for *each* applicant:

Proof of ID: Driving Licence or Passport

Proof of Address x 2: Utility Bill, Council Tax Bill, Mobile Bill, Credit Card Bill

Proof of Income: Recent Payslip, Offer Letter

3 Months Bank Statements

Application Fees

£50 for each guarantor

(These are non-refundable and payable on application)

For Office Use Only

PROPERTY ADDRESS	
Guarantor Name	
ID Check	
Employer	
Landlord	
Homelet	
Pass/Fail	
Tenant Informed	
Guarantor Deed Signed	



NEWARK: 38 Northgate, Newark, Notts, NG24 1EZ Tel 01636 642850

LINCOLN: Jubilee Place, Station Road, North Hykeham, LINCOLN LN6 3QX Tel 01522 852681



GUARANTORS APPLICATION FOR TENANCY

Scheme No: 1506667

Rent Rent Rent Lettings
Tel: 01636642850

Northgate Business Centre, 38
Northgate
NEWARK
NG24 1EZ

To avoid any unnecessary delays, please complete in full, in **BLACK INK** using **BLOCK CAPITAL LETTERS**. Incomplete forms will be returned.
Once completed, you can enter this application online via HomeLetUK.com/Connect for an instant acknowledgement.

1. TENANT DETAILS Who is the guarantor standing for? To be completed by the LETTING AGENT

Applicant 1
Reference number [] Surname: []
Applicant 2
Reference number [] Surname: []

2. PROPERTY TO LET To be completed by the LETTING AGENT

Address: []
Postcode: [] Is this property: Let only Managed Rent Collect
Number of bedrooms: [] Property type: Detached Semi detached Flat Terraced Bungalow
When was the property built? []
Total rent for this property per month £ []
How much will the Guarantor cover?
Applicant 1 share of rent per month £ [] Applicant 2 share of rent per month £ []
Tenancy term: [] (months) Tenancy start date: []

3. YOUR PERSONAL DETAILS To be completed by the GUARANTOR

Title: Mr Mrs Miss Ms Other []
First name: []
Middle name: []
Last name: []
Other name(s): []
(Inc maiden name)
Date of birth: [] National Insurance Number: []
Employment status: (please tick one) Employed Self-employed Retired On contract Independent means
Gross annual income £ []
Bank / building society details: please provide the details of your current account
Name(s) of account holder(s): []
Bank name: []
Bank account number: [] Sort code: []
Telephone: [] Mobile: []
(Inc STD)
E-mail: []
Nationality: []

Confidentiality note: The information contained within this application is being transmitted and is intended only for HomeLet. If the reader of this message is not the intended recipient, you are hereby advised that any dissemination, distribution or copying of this application is strictly prohibited. If you receive this application in error please notify us immediately by calling 0845 111 2222. 1



GUARANTORS APPLICATION FOR TENANCY

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Do you have any County Court Judgements, Court Decrees, Bankruptcy, Administration Orders, Individual Voluntary Arrangements, or any other adverse credit history whether settled or not?

Yes No

If YES, please detail on a separate sheet. Please note that failure to disclose information relating to adverse credit history may result in your application being declined.

4. YOUR CURRENT AND PREVIOUS ADDRESS(ES)

To be completed by the GUARANTOR

Address: _____

Postcode: _____ Period at address: _____ Years _____ Months

If you have lived at your current address for less than 3 years, please provide previous addresses below.

Address: _____

Postcode: _____ Period at address: _____ Years _____ Months

Address: _____

Postcode: _____ Period at address: _____ Years _____ Months

Providing an email address or fax number could result in a QUICKER RESPONSE from your referee.

5. YOUR FINANCIAL INFORMATION

To be completed by the GUARANTOR

Please tell us about your earnings and provide the details of a financial referee below (please tick one).

Current employer Pension administrator Accountant SA302 / SA100

Company name: _____
 Address: _____
 _____ Postcode: _____

Contact name: _____
 Contact's position: _____

Telephone: _____ Fax: _____
 (Inc STD)

E-mail: _____

Your position: _____

Is this position: Permanent Contract Contract Term _____ Months _____ Hrs per week

Payroll/Service/Pension Number: _____

Gross Salary/Pension/Drawings per annum: £ _____ *If self-employed please include your average earnings in the last 2 years*

Start date: _____ End date (if applicable): _____

Will your employment change before the proposed tenancy starts? Yes No If YES, please provide details below.

ADDITIONAL FINANCIAL INFORMATION - If you are changing to new employment, have a second job or another source of income, please provide details in this section.

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Future employer Second employer Pension administrator Accountant Benefit / other

Company name: _____
 Address: _____
 _____ Postcode: _____

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ADDITIONAL FINANCIAL INFORMATION continued - If you are changing to new employment, have a second job or another source of income, please provide details in this section.

Form fields for Contact name, position, telephone, fax, email, your position, contract details, payroll numbers, salary, and start/end dates.

6. DECLARATION AND CONSENT

To be completed by the GUARANTOR

Please read the declaration and sign and date below. WE CANNOT PROCEED WITH THIS APPLICATION IF YOU DO NOT CONSENT TO THESE TERMS.

I confirm that the information I have given in this form is to the best of my knowledge true and accurate. I acknowledge and agree to HomeLet carrying out searches to verify such information.

- List of search activities: contacting referees, consulting with credit referencing agencies, consulting with the Industry Sortcode Directory (ISCD) and Account Number Modulus Checker, consulting with other third party tenancy database providers.

In connection with my application to act as Guarantor for the Tenant I acknowledge and consent that:

- HomeLet and any third party may keep a record of any search carried out to verify the information I have provided; HomeLet may pass on any information I have supplied and the results of any linked verification checks to the letting agent and/or any appointed landlord; if I default in respect of any of the covenants I have given as Guarantor (including the payment of rent on behalf of the tenant when the tenant has failed to pay their rent) my default will be recorded on HomeLet's central database for defaulting debtors and such default may affect any future application I may make for tenancies, credit and/or insurance; HomeLet can use debt collection agencies or tracing agents to trace my whereabouts and recover any monies I owe to HomeLet; this application and the result of the searches and verifications mentioned above may be disclosed to an insurer and/or their agents in connection with the provision of insurance related to the tenancy; I may request the name and address of the Credit Reference Agency HomeLet use, I understand that I may apply for a copy of the information they provided to HomeLet.

HomeLet shall for the purposes of this application form be the Data Controller as defined in the Data Protection Act 1998 (the "Act"). In connection with the Act I acknowledge and consent that HomeLet:

- Can release my details where they are required to do so by law; Can contact me about their alternative services which are appropriate and may be of interest to me if I do not tick this box; Can contact me via text message or e-mail about the above services if I tick this box; Can pass my details to third parties for those third parties to contact me with information about their products and services, which they feel may be of interest to me if I tick this box; Please note that you can contact us to unsubscribe from these services at any time

I hereby authorise my employer /accountant / pension administrator (delete as appropriate) to provide details of my earnings and dates of employment to HomeLet for the purposes described above.

Signed, Print name in full, Date fields

HomeLet is a trading name of Barbon Insurance Group Limited and Hanover Park Services Limited. Barbon Insurance Group Limited is authorised and regulated by the Financial Services Authority. Registered in England number 3135797. Registered office address: 4-9 Highview, High Street, Bordon, Hampshire GU35 0AX. Hanover Park Services Limited is registered in England number 4194617. Registered office address 4-9 Highview, High Street, Bordon, Hampshire GU35 0AX.

To avoid delays to the tenancy, please make sure that you have fully completed this form before submitting it to your letting agent. Don't forget to let your referees know that HomeLet will be contacting them.

July 2011

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DECLARATION – To be completed by the Guarantor

Please read the declaration and sign and date below. WE CANNOT PROCEED WITH THIS APPLICATION IF YOU DO NOT SIGN

I would like to apply for a tenancy for a the following Property

.....

I confirm that the information which I have given in my application form is to the best of my knowledge true and accurate. I acknowledge and agree to RentRentRentLettings carrying out searches to verify such information. I agree that such verification may involve RentRentRentLettings:

- Contacting any referee detailed in my application;
- Consulting with credit referencing agencies;
- Consulting with the Industry Sortcode Directory (ISCD) and Account Number Modulus Checker in order to confirm the accuracy of my bank details;and
- Consulting with other third party tenancy database providers, such as Insurance Database Services Limited (who operate the Claims and Underwriting Exchange (CUE).

In connection with my application I acknowledge and agree that:

- RentRentRentLettings and any other third party may keep a record of any search carried out to verify the information I have provided;
- Rent Rent Rent Lettings may pass on any information I have supplied and the results of any linked verification checks to the landlord.
- If I default on my obligations as a Guarantor RentRentRentLettings may review the results of the verifications and searches set out above.
- If I default on my obligations as a Guarantor my default will be recorded on Homelets central database and that such default may affect any future application i may make for tenancies, credit and/or insurance.
- RentRentRentLettings can use debt collection agencies or tracing agents to trace my whereabouts and recover any monies i owe to Rent Rent Rent.

The provisions of Section 17 of the Housing Act 1996 will apply to this application. If any information within this application is found to be untrue, it will be grounds to terminate the tenancy agreement.

RentRentRentLettings will shall, for the purposes of this application form, be the data controller as defined in the Data Protection Act 1988 (The 'Act'). In connection with the Act I acknowledge and agree that;

- The information provided by me may be transferred to a Third party for the purposes of data processing.
- RentRentRentLettings may otherwise release my personal data where they are required to do so by law and my pass my personal data, including my date of birth and any forwarding address I may provide to a utility company or local authority to ensure that any outstanding bills or credit on utility accounts are paid or received by me and;
- RentRentRentLettings can retain my personal data and use it to provide me with marketing materials in any form (including by electronic means such as email or SMS). I agree that if I do not want my details to be used for this purpose I will express this by writing to Rent Rent Rent Lettings at Northgate Business Centre, 38 Northgate, Newark, NOTTS, NG24 1EZ or contacting RentRentRentLettings on 01636 642850.

I hereby authorise my employer/accountant/pension administrator (delete as appropriate) to provide details of my earning and dates of employment to RentRentRentLettings for the purposes described above.

I acknowledge that once my application has been submitted, my application fees are non refundable. I understand that the entire application may not be successful. In this instance I am not entitled to a refund for any part of the application fee.

Signed

Date

Print