

TEMPO ESTATES & LEISURE LIMITED

Individual Guarantor Application

Block CAPITALS Will Reduce Errors
Giving Full Details Will Avoid Delays

Property Details (Rental Property)

Address of Rental Property Including Post Code

Proposed Tenancy Start Date dd/mm/yyyy

Proposed Number of Tenants

Is This a Sole or Joint Tenancy Application? Please Circle

SOLE / JOINT

Identity Documents (Please Tick Where Applicable)

Original Document Showing **NATIONAL INSURANCE NUMBER**

Original Current **PASSPORT**

OR

Original Current **PHOTOCARD DRIVING LICENCE**

Original Documentation Verifying Your Name and Current Address
(Less Than 3 Months Old)

Guarantor Details

Title

First Name(s)

Surname

Any Previous Names in Full

Gross Annual Income

Date of Birth dd/mm/yyyy

Place/Country of Birth

Current Residential Address

Postcode:

Dates Resided At Above Current Address:

From (dd/mm/yyyy)

To (dd/mm/yyyy)

Status: Home Owner-Mortgage / Renting / Living with Relatives ?

Home Telephone Number

Mobile Number

Work Telephone Number

Email Address

Previous Address/s (up to 5 years)

If you have been at your current address for less than 5 years please supply details of any previous addresses in the past 5 years where you were responsible for the rent or mortgage payments

Previous Address 1

	Postcode:

Dates Resided At Above Address:

From (dd/mm/yyyy) To (dd/mm/yyyy)

Status: Home Owner-Mortgage / Renting / Living with Relatives ?

Previous Address 2

	Postcode:

Dates Resided At Above Address:

From (dd/mm/yyyy) To (dd/mm/yyyy)

Status: Home Owner-Mortgage / Renting / Living with Relatives ?

Previous Address 3

	Postcode:

Dates Resided At Above Address:

From (dd/mm/yyyy) To (dd/mm/yyyy)

Status: Home Owner-Mortgage / Renting / Living with Relatives ?

Full Name of Tenant or Tenants for Whom you Will Act as Guarantor

Full Names of ALL Additional Residents

Relationship to Applicant

Date of Birth (Under 18's)

Employed – Employer as Referee

Employer Organisation Name

Employment Status. Please Circle

Employer Organisation Address

Postcode:

Date Started dd/mm/yyyy

Present Position/Job Title

Employee Referee Name, Position and Department

Telephone Number

Work Telephone Number

Email Address

Self - Employed – Accountant or Lawyer as Referee

Full Name Of Business

Relevant Contact Name

Business Address

Postcode:

Telephone Number

Work Telephone Number

Email Address

Character Referee – Professional Person (Not a Relative) You've Known for 3 Years+

Character Referee Name

Character Referee Occupation

Character Referee Address

Postcode:

Telephone Number

Mobile Number

Work Telephone Number

Work Email Address

MANAGE YOUR COMMUNICATION PREFERENCES

To find out more about how we use your information please contact us.

How would you like us to contact you with regards to your agreement to be guarantor on this property? Circle all that apply.

Are you happy to receive Phone Calls	YES / NO
Are you happy to receive Emails	YES / NO
Are you happy to receive Texts	YES / NO
Are you happy to receive Post	YES / NO

Please Tick Your Communication Preferences

Would you like to receive news, offers and updates via your preferred contact method from tem-po.co.uk (NW) Limited? You can unsubscribe at any time.

Yes No

With regards to the above option :-

I am happy to receive emails

Yes No

I am happy to receive text messages

Yes No

I am happy to receive post

Yes No

I am happy to receive phone calls

Yes No

General Guidance

Guarantors: The details supplied here will be checked using recognised credit reference agencies for tenancy guarantee purposes. This process will in no way affect a prospective guarantor's record or ability to obtain credit in future and all information obtained will be kept secure and confidential in accordance with the UK Data Protection Act and international privacy laws.

Guarantors can obtain and verify copies of their own credit records for a small fee by application to the main credit reference agencies – Experian, Equifax and Call Credit.

To avoid delays guarantors should provide full contact details and get prior consent from referees.

Landlord/Agents: should ensure that guarantors have seen and approved the tenancy agreement and signed a guarantor agreement prior to the tenancy.

Landlords and agents **MUST** keep and securely store a signed copy of this form in accordance with the principles of the Data Protection Act 1998 as authorisation by the guarantor to process these credit checks and referencing.

Declaration and Authorisation

Guarantor Signature

Printed Name

Date

CHECKLIST - Before Submitting your Application Form please read the below :-

- Have you answered all questions as thoroughly as you can?
- Have you provided us with all your relevant original ID?
- Have you told us clearly what your relationship is with the other Applicants?
- Have you given us all the information necessary to ensure that your application is processed as smoothly and as quickly as possible?
- Have you read through our draft Tenancy Agreement ?

If you have any other additional information that you think may assist us in processing your application please add below :-

Additional Information as Required for this Applicant



Passi♥nate about property...

Data Protection Disclosure Authorisation

To:
.....
.....

Dear Sir/Madam

Date:

RE: (Add Name of Person Here)

I authorise you to provide a reference in connection with my tenancy application of the property at:

Please send this reference to:

Tempo Estate Agents – info@tempoestates.co.uk

Signed:

Date: