

Guarantor Application

Smith Housing Branch

Please complete this form and return it ASAP.

Section 1 - Rental Property Address (to be completed by Smith Housing)

Postcode

Names of tenants

Section 2 - Guarantor Personal Details

Title	First Name
Middle Name	Surname
Date of Birth (DD/MM/YY)	Marital Status
Nationality	NI Number
Phone	Email

What is your relationship with the applicant (please tick one) Friend Family Colleague

If you've ever been known by any other name please write it here

Previous three years address history If more space is required please complete on a separate sheet

Present Address

Address

Postcode

Time at this address Years Months

Address status (please tick one)

Owner Rented Living with parents/friends

Other

Previous Address

Address

Postcode

Time at this address Years Months

Address status (please tick one)

Owner Rented Living with parents/friends

Other

Section 3 - Guarantor Credit Information

ADVERSE CREDIT - It is imperative that you declare adverse credit, whether it is satisfied or unsatisfied. Failure could have a detrimental affect on your application.

Do you have any undischarged bankruptcy? Yes No If Yes, please give details below

Have you ever applied for an I.V.A.? Yes No If Yes, please give details below

Have you ever previously rented a property? Yes No

Have you ever been in arrears with your rental payments? Yes No How much £

Have you ever been named on a mortgage? Yes No

Have you ever been in arrears with your mortgage payments? Yes No How much £

Have you got, or had, any CCJs? Yes No If Yes, please give details below

Section 4 - Employment Details

NOTE - If you are Self Employed, a Director of your own company, Retired or have Independent Means, go to section 5

Name of company _____ Position _____
If Company Director, Company Number _____ Full Time Part Time
Payroll number _____ Start date (DD/MM/YY) _____
Gross salary _____
Address _____

Postcode _____

Reference contact name and position _____
Contact number _____ Email _____

Is your current position going to change in the near future? Yes No If yes, please give details below

Previous employment details (if less than 6 months)

Previous employment status (please tick one) Employed (FT) Employed (PT) Unemployed Student Self-Employed
 Agency Worker Independent Means Temp Worker Retired Zero Hours

Name of company _____ Position _____
If Company Director, Company Number _____ Full Time Part Time
Payroll number _____ Start date (DD/MM/YY) _____
Gross salary _____
Address _____

Postcode _____

Reference contact name and position _____
Contact number _____ Email _____

Other sources of income

If you have other sources of income then please state these below. Additional income proof will be required.

Overtime	£	Shift allowance	£	London weighting	£
Bonus	£	Car allowance	£	Tax credits	£
Disability benefit	£	Housing benefit	£	Child maintenance	£
Carers allowance	£	Fosterers allowance	£	Child benefit	£
Employment support allowance	£	Guardian allowance	£		
Additional income 1	£	Description			
Additional income 2	£	Description			

Section 5 - Self Employment, Director, Independent Means, Retired

Self Employed / Director

Are you a Company Director? Yes No Start date (DD/MM/YY) _____

Annual income Salary £ _____ Dividend £ _____

Have you got proof of income / funds? Yes No

Will accountants be verifying income? Yes No If yes, please complete section above

Have final accounts been prepared? Yes - by accountant Yes - Self assessment No

Independent Means

Have you got proof of income / funds? Yes No

Will accountants be verifying income? Yes No If yes, please complete section above

Retired

Have you got proof of pension? Yes No

Pension provider _____ Pension number _____

Pension amount £ _____

Section 6 - Bank Details

Name of bank _____ Account number _____

Address _____ Account holder _____

Postcode _____ Sort code _____

Section 7 - Prior Consent

I agree that if the tenancy proceeds the How to Rent Guide and other important Tenancy documents may be served on me by electronic means.

Please tick if you agree.

Declaration

I hereby certify that the information provided is true and accurate and give permission for this information to be verified by third parties and disclosed as detailed above for the purpose of:

- Performing a credit search by a third party agency.
- Contacting my current, previous employers and referees to confirm the details provided.
- Fraud prevention, credit assessment and insurance decisions.

I understand that the results of these searches will be provided to the Letting Agent and Landlord and accessed again in the event of a default in my rental payments.

I understand that I can request the details of any credit reference agencies used so that I can verify with them the information provided.

I understand that if I default in my tenancy obligations as a guarantor, this information may be released to authorised debt recovery agencies and could affect any future applications I make for tenancies, credit and insurance.

I understand that providing false information may lead to early termination of any subsequent tenancy agreement.

Declaration cont.

Smith Housing may use a third party referencing agent, if so you agree to being contacted by that agency, Northwood will make you aware of that company if used. I have read and agree to be bound by the above terms.

Conditions

As a prospective Guarantor I agree that;

- All the information provided by me on this Guarantor Application form is correct.
- I have read the information below regarding the General Data Protection Regulations.
- I have read the draft copy of the Guarantor Agreement and the draft copy of the Tenancy Agreement.
- I understand that all initial monies may not be returned to me should I not wish to guarantee this application, but understand it will be returned to me should Smith Housing, for whatever reason, not accept me as a Guarantor unless I have given false information or (where applicable) the Applicant has given false information on the relevant application forms or where any of the persons who will be occupying the property fail the Right to Rent checks or any part of the referencing procedure.

General Data Protection Regulations

By providing us with the above information you consent to us obtaining, holding and using personal data about you in connection with the business of letting and renting out of residential properties as specified below for so long as may be reasonably required for our legitimate purpose or those of Head Office. We will use that information for communicating with you. We may also provide that information to third parties with a legitimate reason to receive it in connection with your dealings with us (e.g. landlords (where applicable), utility and service providers, Head Office or transferee of our business) or to such third parties as required by you or the law, whether within or outside the European Economic area. Our privacy policy can be found on our website.

I would like to receive updates about products and services, promotions, special offers, news and events from Smith Housing via

SMS Email Post Telephone

Signature

Print Name

Date (DD/MM/YY)

Signature

I hereby give my consent for any person or organisation to furnish Northwood with whatever information they require in relation to my application.

Applicant's Signature

Print Name

Date (DD/MM/YY)

Please complete this form and return it to Smith Housing.

For office use only

Property number _____

Monthly rent _____

Applicant's name(s) _____

Guarantor	Employers Reference		Photographic ID	Evidence of Residence	Date Received
	Date Sent	Date Received			

Please note the following:

Passport number / driving licence number _____

Utility reference number _____

PN _____

Address Stamp Box



Smith Housing Limited

NORTH EAST HOME SOLUTIONS