

REFERENCING SERVICE GUARANTOR APPLICATION



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All areas marked in yellow are **MANDATORY**.
We are unable to proceed without this information.



1. SERVICE AND PROPERTY DETAILS

This section should be completed
by NICHOLAS HUMPHREYS

Tenants job reference number (Supplied on top of the acknowledgment report form)

First name _____ Initials _____ Surname _____

Address of property to be let _____

_____ Postcode _____

Total rent for this property Total rent for this applicant

2. GUARANTOR DETAILS

This section should be completed
by the GUARANTOR

Title _____ First name _____ Initials _____

Surname _____ Date of birth ____/____/____

Other name(s) _____

Current address _____

_____ Postcode _____

Period at this address years months

Email address _____

Telephone Mobile

What proof of residency have you supplied to the agent? _____

Property Owner Council Tenant Private Tenant Living with Parents/Relatives

Have you any County Court Judgments, Court Decrees, Bankruptcy, or Administration orders? **YES / NO**

If **YES**, please detail on a separate sheet. Please also be aware that it may harm your application if you say **NO** and are later found to have County Court Judgments, Bankruptcy Orders etc.

Marital Status Single Married Divorced/Separated Other

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3. PREVIOUS ADDRESS(ES)

This section should be completed
by the GUARANTOR

Please provide previous address(es) and dates of residency (over 3 months) attaching a separate sheet if necessary.

Address 2 _____

Postcode _____ Period at address _____ years _____ months

Address 3 _____

Postcode _____ Period at address _____ years _____ months

4. EMPLOYMENT STATUS

This section should be completed
by the GUARANTOR

Employed Self-employed On contract Retired

Unemployed Student Independent means (proof is required if you tick this box)

Details of current employer/pension administrator/accountant/auditor/solicitor (delete as appropriate)

Company name _____

Contact name _____

Address _____

_____ Postcode _____

Telephone (day) _____ Fax _____

Email address _____

Gross salary/pension/drawings £ _____ per annum Payroll/service/pension number _____

Position held _____ Start date _____ / _____ / _____

Is this position permanent? **YES / NO** Will your employment change before the proposed tenancy starts? **YES / NO**
If **YES**, please detail on a separate sheet

5. PREVIOUS EMPLOYMENT/OCCUPATION

This section should be completed
by the GUARANTOR

If you have not worked in your current position for at least 18 months, please provide details of where you have previously worked, including dates of joining and leaving employment (attached a separate sheet if necessary).

Company name _____

Contact name _____

Address _____

_____ Postcode _____

Telephone (day) _____ Fax _____

Start date of this position _____ / _____ / _____ Finish date of this position _____ / _____ / _____

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6. ADDITIONAL INFORMATION

This section should be completed
by the **GUARANTOR**

Please use this space to provide any additional information we may have requested.

If you run out of space please use a separate sheet.

10. DECLARATION

This section should 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 hereby confirm that the information provided by me is to the best of my knowledge true. I consent to this information being verified by contacting the third parties detailed in this form. I understand that the results of the findings will be forwarded to the letting agent and/or landlord and maybe accessed again should the Tenant for whom I am proposing to act as Guarantor default on its rental payment or apply for a new tenancy agreement in the future. I further understand that this application and the result of the findings may be disclosed to an insurer and/or their agents in connection with the provision of insurance related to the tenancy. I agree that White Kite Ltd T/a Nicholas Humphreys or their approved agent may search the files of a Credit Reference Agency and IDS Ltd, will keep a record of that search. I understand that I may request the name and address of the Credit Reference Agency to whom I may then apply for a copy of the information provided. I understand that the information provided by me may be transferred to a country outside of the EU for the purposes only of processing this referencing application, notwithstanding such transfer, White Kite Ltd T/a Nicholas Humphreys will remain the Data Controller for the purposes of this application. I also understand that in the event defaulting in respect of my covenant as Guarantor, that any such default may be recorded with the Credit Referencing Agency and IDS Ltd, who may supply the information to other credit companies or insurers in the quest for the responsible granting of tenancies, insurance and credit. I understand that in the event of my defaulting in respect of the covenants as Guarantor, the information contained herein may be disclosed to one or more insurer and/or their agents, tracing companies and/or debt collection agencies in order to recover any monies due or to trace my whereabouts. I also understand that the assessment of this application presumes that at some time during the tenancy agreement, the Company may be granted or allowed some form of deferred payment.

Signed _____ Print name _____

Date / /

The details you provide will be held by White Kite Ltd T/a Nicholas Humphreys.