

# Guarantor Application

Jane Wetherop Ltd  
The Bank 145 Wellington Road  
Leeds LS12 1DX

Copleys Leeds LTD  
The Bank 145 Wellington Road  
Leeds LS12 1DX

All boxed marked  are **MANDATORY** and we are unable to proceed without the information

## 1. PROPERTY DETAILS

This section should be completed by the **LETTING AGENT**

Tenants First Name:	<input type="text"/>	Tenants Surname:	<input type="text"/>
Address of property to be let:	<input type="text"/>		
	Postcode	<input type="text"/>	
Total Rent for this property : £	<input type="text"/>		

## 2. GUARANTOR DETAILS

Title	<input type="text"/>	First name	<input type="text"/>	Surname	<input type="text"/>
Other Names (s)	<input type="text"/>			Date of Birth :	<input type="text"/>
Telephone:	<input type="text"/>			Mobile :	<input type="text"/>
Email:	<input type="text"/>				
Residential status:	Property owner	Council Tenant	Private tenant	Living with relatives	
Have you any County Court Judgements, Court Decrees, Bankrupt, or Administration orders ?					
If YES, please provide details on a separate sheet.				Yes	<input type="text"/>
Please be aware that it may harm your application if you tick NO and are later found to have County court judgments, Bankruptcy orders Etc.				No	<input type="text"/>

## 3. CURRENT ADDRESS OF THE GUARANTOR

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

<input type="text"/>					
<input type="text"/>				Postcode	<input type="text"/>
Period at address :	<input type="text"/>	Years	<input type="text"/>	Months	

## 4. PREVIOUS ADDRESS (ES)

Where have you been living during the last 3 years ?					
Please provide previous address (es) and dates of residency (over 3 months) attaching a separate sheet if necessary					
Address 2:	<input type="text"/>				
	<input type="text"/>			Postcode	<input type="text"/>
Period at address:	<input type="text"/>	Years	<input type="text"/>	Months	
Address 3:	<input type="text"/>				
	<input type="text"/>			Postcode	<input type="text"/>
Period at address:	<input type="text"/>	Years	<input type="text"/>	Months	

**5. GUARANTORS EMPLOYMENT**This section should be completed by the **GUARANTOR**

Employed	Self- Employed Please provide accountants details	On Contract	Retired
Unemployed	Student	Independent means Proof required for this	

Details of Current Employer / Pension Administrator / Accountant (delete as appropriate)

Company Name	<input type="text"/>	Contact Name:	<input type="text"/>
Address :	<input type="text"/>		
	<input type="text"/>	Postcode	<input type="text"/>
Telephone:	<input type="text"/>	Fax:	<input type="text"/>
Email :	<input type="text"/>		
	Gross Salary / Pension / Drawings : £	<input type="text"/>	per annum
Payroll/Service/ Pension Number	<input type="text"/>		
Position Held:	<input type="text"/>	Start date :	<input type="text"/>
Is this position permanent ?	<b>Yes</b>	<b>No</b>	
Will your employment change before the proposed tenancy starts		<b>Yes</b>	<b>No</b>

**6. GUARANTORS PREVIOUS EMPLOYMENT/ OCCUPATION**This section should be completed by the **GUARANTOR**

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

Employment status:	Permanently Employed	Self Employed	Unemployed
	Student	Other Please state	
Company Name :	<input type="text"/>		
Address :	<input type="text"/>		
	<input type="text"/>	Postcode:	<input type="text"/>
Telephone:	<input type="text"/>	Fax:	<input type="text"/>
Email:	<input type="text"/>		
Start Date:	<input type="text"/>	End Date:	<input type="text"/>

**7. ADDITIONAL INFORMATION**This section should be completed by the **GUARANTOR**

Use this space to provide any additional information we may have requested. If you run out of space please use a separate sheet.

**8. DECLARATION**

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

Please read this declaration & sign & 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 the 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 appointed letting agent and/or landlord and may be accessed again should the tenant, for whom I am proposing to act as Guarantor, default in respect of any of their tenancy covenants. 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 Jane Wetherop LTD or Copleys Leeds LTD or their approved agent may search the files of a Credit Reference Agency and IDS Ltd, the insurance industry's data collection agency, which 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, Jane Wetherop Ltd & Copleys Leeds Ltd will remain the Data Controller for the purposes of this application.

I also understand that in the event of my defaulting in respect of my covenants 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 tenancies, insurance and credit. I understand that in the event of my defaulting in respect of my 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, I may be granted or allowed some form of deferred payment.

Signed

Name

Date

The details you provide will be held by Jane Wetherop Ltd & Copleys Leeds Ltd and may be used to keep you up to date on our products and services and those of Credit agencies and other organizations we believe will be of interest to you.

If you prefer not to receive this information, please tick this box: