



Dedicated to local lettings market

Guarantor Application

Please complete this form and return it to our agent.

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

Names of tenants _____ Postcode _____

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) Family Friend 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

Previous Address

Postcode			Postcode		
Time at this address	Years	Months	Time at this address	Years	Months
Address status (please tick one)			Address status (please tick one)		
<input type="checkbox"/> Owner	<input type="checkbox"/> Rented	<input type="checkbox"/> Living with parents/friends	<input type="checkbox"/> Owner	<input type="checkbox"/> Rented	<input type="checkbox"/> Living with parents/friends
<input type="checkbox"/> Other			<input type="checkbox"/> 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) Agency Worker	Employed (PT) Independent Means	Unemployed Temp Worker	Student Retired	Self-Employed 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 (If yes, please complete section above)		No
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 (If yes, please complete section above)		No

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
	Sort code
Postcode	

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.

Manos may use a third party referencing agent, if so you agree to being contacted by that agency, Manos will make you aware of that company if used.

Conditions

I have read and agree to be bound by the above terms. 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 Manos, 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 Manos 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 Manos 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 Manos agent.

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