

## Tenancy Application - Guarantor

### 1 Data Protection:

Brookdale Property Management Services Limited are committed to keeping your personal details secure ([our Privacy Policy can be viewed at www.brookdale-pms.co.uk](http://www.brookdale-pms.co.uk)) and we will only pass on your details, with your agreement, for the process of referencing and credit checking your application.

**Data Protection:** I confirm that I agree with the use of my personal details for the process of this application as outlined above:

Signed (Guarantor):

### Application details:

Property being applied for:

Postcode:

Name of Applicant:

Mobile:

### 2 Personal Details:

Title:

Forename(s):

Surname:

Date of Birth:

Relationship to Applicant(s):

Occupation:

Your Current Address:

Postcode:

Time At This Address:

Rented/Owned:

Home Telephone:

Mobile:

Alternative Contact (Optional):

Email Address:

### 3 Employer Details:

Address:

  
  
 Postcode:

Company Name:

Contact Number:

Email Address:

### 4 Landlord/Agent Details:

Address:

  
  
 Postcode:

Company Name/Name (if applicable):

Contact Number:

Email Address (if applicable):

### 5 Self-employed/Accountant Details:

#### Self-employed details:

Trader Name:

Business Type:

Address:

  
  
 Postcode:

Company Name/Name (if applicable):

Contact Number:

Email Address (if applicable):

#### Accountant details:

Accountant Address:

  
  
 Postcode:

Accountant Name:

Accountant Telephone Number:

Accountant Email Address:

## 6 Agreement And Authority To Obtain References

I hereby agree that Brookdale Property Management Services Limited may contact me to obtain further information in relation to the Guarantor Application, which may include Bank Statements. I consent to any credit check being completed as required. I declare that the information given is, to the best of my knowledge, fully correct.

Guarantor Name:

Date:

Signature:

I hereby authorise Brookdale Property Management Services Limited to obtain a reference from my Named Employer.

Named Employer:

Date:

Signature:

I hereby authorise Brookdale Property Management Services Limited to obtain a reference from my Named Landlord or Agent.

Named Landlord or Agent:

Date:

Signature:

I hereby authorise Brookdale Property Management Services Limited to obtain a reference from my Named Accountant.

Named Accountant:

Date:

Signature:

## 7 Documentation For The Guarantor

As a part of the application we will ask the guarantor to provide the following items/information. It would help move the process along if you could provide these when returning this paperwork;

- ID - Ideally passport or photo driving licence
- Proof of address - a utility bill or council tax letter will suffice
- Proof of ownership of you property or Details of the Agency/Person from whom you rent your property

Of course, all your documentation will be stored as per our Privacy Policy (details can be viewed at [www.brookdale-pms.co.uk](http://www.brookdale-pms.co.uk))

## 8 What A Guarantor Is Responsible For

Generally a Landlord/Agent can ask the Guarantor to pay if the Tenant(s):

1. Fails to pay rent
2. Causes damage to the property

By committing to this application you are committing yourself to these (and other) terms which will clearly be laid out in the Tenancy Agreement that you will be asked to sign at the move-in.

Please do not hesitate to contact the office should you wish for greater guidance as to what your responsibilities would conceivably be.