

Please return your completed application form to:

**Larards Lets 24 Hull Road, Hessle, HU13 0AH** or [applications@larardslets.co.uk](mailto:applications@larardslets.co.uk)

To be accepted as a guarantor you will own property and be employed /self-employed or have an additional source of income which can be verified.

Proof of Identity will be required when returning this application form.

**A list of suitable forms of identification can be found at the back of this application form.**

**Please note that, without prejudice to the following conditions, the Guarantor's responsibilities shall continue for the duration of the tenancy agreement and any subsequent renewal or extension of the tenancy agreement. A copy of the tenancy agreement can be made available for inspection at our office.**

1. Details of Property Applied For

Address	
Rent	
Name of Tenancy Applicant(s)	
Relationship to Tenancy Applicant(s)	

2. Personal Details

Title	
Full Name	
Date of Birth	
Marital Status	
Maiden Name	
National Insurance Number	
Email Address	
Contact Telephone Number	

Do you already act as a Guarantor?	
If yes, please give details:	
Do you have any County Court Judgements, Court Decrees, Bankruptcy, Administration Orders, Individual Voluntary Arrangements or any other adverse credit history whether settled or not?	
If yes, please give details:	
Do you have Diplomatic Immunity?	

### 3. Residential Status

Current Address & Postcode	
Date Occupied From	
Status (Tenant / Homeowner / Family etc)	

### 4. Employment Details

Employment Status	
Employer	
Employers Address and Post Code	
Time Spent in Employment	
Job Title	
Is this Position Permanent or Temporary?	
Annual Salary	

### 5. Self-Employment Details

Name of Business	
Nature of Business	
Registered Address and Postcode	
Annual Earnings	
Accountants Name & Address	
Accountants Contact Telephone Number	
Accountants Email Address	

### 6. Additional Income

Please provide details of any additional income

**Proof of Identification and the Rent to Rent in the UK will be required.**

A current UK or EU passport or National Identity Card  
 A Birth / Adoption certificate issued in the UK or EU  
 A current UK driving licence or documentation supplied via the Home Office which states a right to live in the U.K indefinitely or on a time limited basis, along with current photographic I.D  
 A utility bill, bank statement , HMRC letter or council tax demand issued (and dated) within the last three months.

**Applicants Consent**

**Upon the terms of the tenancy (“the Tenancy Agreement”) the Guarantor agrees to the following:**

The Guarantor agrees with the Landlord that if the Tenant defaults in the payment of the rent (regardless of any claim for Housing Benefit) as specified in the Tenancy Agreement or any occupation charge arising thereof the Guarantor will pay to the Landlord on demand any such rent or occupation charge which has not been paid by the Tenant (without prejudice to the terms of the Tenancy rent is normally due to be paid on the first day of each calendar month in the case of monthly tenancies and on Monday each week in the case of weekly tenancies).

The Guarantor also agrees that if the Tenant defaults in the performance or observance of any of the Tenant’s covenants or obligations contained within the Tenancy Agreement the Guarantor will pay to the Landlord on demand all losses, damages, expenses and costs which the Landlord shall be entitled to recover by reason of the Tenant’s default to the extent to which the Landlord is unable to recover from the Tenant.

I confirm that the information provided on this application form is accurate and true.

I authorise Larards Property Management Ltd trading as Larards Lets to conduct a credit search, land registry check and to make any employer, financial or other enquiries necessary to assess my suitability in connection with this application.

<b>Name:</b>		<b>Signed:</b>		<b>Date:</b>	
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The details supplied by the applicant may be checked against those held on a credit reference agency database for the purposes of pre-tenancy selection. A record is kept of this search. The outcome of the search will not affect your ability to obtain credit or other services in any way.

This is not an offer of a tenancy and in the event of the applicant being granted a tenancy, information supplied by the applicant will be retained by Larards Lets for the duration of the tenancy and may be used in connection with the tenancy.

Information is processed in confidence and within statutory guidelines.

**Data Protection**

1. Personal data shall be processed fairly and lawfully.
2. Personal data shall be obtained only for one or more specified and lawful purposes, and shall not be further processed in any manner incompatible with that purpose or those purposes.
3. Personal data shall be adequate, relevant and not excessive in relation to the purpose or purposes for which they are processed.
4. Personal data shall be accurate and, where necessary, kept up to date.
5. Personal data processed for any purpose or purposes shall not be kept for longer than is necessary for that purpose or those purposes.
6. Personal data shall be processed in accordance with the rights of data subjects under this Act.
7. Appropriate technical and organisational measures shall be taken against unauthorised or unlawful processing of personal data and against accidental loss or destruction of, or damage to, personal data.
8. Larards Lets Property Management Ltd will process personal data in accordance with the provisions of the General Data Protection Regulation ((EU) 2016/679) (“GDPR”) and any national implementing laws, regulations and secondary legislation for so long as the GDPR is effective in the UK, and any successor legislation to the Data Protection Act 1998 and the GDPR, in particular the Data Protection Bill 2017-2019 once it becomes law. Full details of the purposes for which Larards Lets Property Management Ltd process personal data are described in our separate privacy notice which is available on request from the Agent or available to view on [www.larardslets.co.uk](http://www.larardslets.co.uk).