

Beech Property Management Ltd
72 Aigburth Road
Liverpool
L17 7BN

Telephone: 0151 728 2585
Fax: 0151 726 7090
Email: office@beechproperties.com
www.beechproperties.com

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? Yes No

If yes, please detail on a separate sheet. Please note that failure to disclose information relating to adverse credit history may result in your application being declined.

ACTING GUARANTOR OF **To be completed by the GUARANTOR**

Full name:

Relationship to applicant:

Property applied for:

YOUR CURRENT AND PREVIOUS ADDRESS(ES) **To be completed by the GUARANTOR**

Address:

Postcode: Period at address: Years Months

If you have lived at your current address for less than 3 years, please provide previous addresses below.

Address:

Postcode: Period at address: Years Months

Address:

Postcode: Period at address: Years Months

YOUR FINANCIAL INFORMATION **To be completed by the GUARANTOR**

Please tell us about your earnings and provide the details of a financial referee below (Please tick one).

Current employer Pension administrator Accountant SA302 / SA100

Company name:

Address: Postcode:

Contact name:

Contact's Position:

Telephone: Fax:

Email:

Your position:

Is this position: Permanent Contract Contract term Months Hrs per week

Payroll/Service/Pension Number:

Gross Salary/Pension/Drawings per annum: £ If self-employed Please include your average earning in the last 2 years

Start date: End date if applicable

Will your employment change before the proposed tenancy starts? Yes No If YES please provide details in section 7.



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ADDITIONAL FINANCIAL INFORMATION

If you are changing to new employment, have a second job or another source of income, please provide details in this section.

Future employer Second employer Pension administrator Accountant Benefit/other

Company name:
Address:
..... Postcode:

ADDITIONAL FINANCIAL INFORMATION Continued - If you are changing to new employment, have a second job or another source of income, please provide details in his section.

Contact name:
Contact's Position:
Telephone: Fax:
Email:
Your position:
Is this position: Permanent Contract Contract term Months Hrs per week
Payroll/Service/Pension Number:
Gross Salary/Pension/Drawings per annum: £ If self-employed Please include your average earning in the last 2 years
Start date: End date if applicable

ADDITIONAL INFORMATION

72 Aigburth Road
 Liverpool L17 7BN

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DECLARATION AND CONSENT
To be completed by the GUARANTOR

Please read the declaration and sign and date below.

By completing the form, you have agreed to act as a Guarantor for the tenant named within this form. The tenant's reference is being completed by Beech Property Management Ltd on behalf of their landlord. Beech Property Management Ltd shall for the purposes of this application form be the Data controller as defined in the Data Protection Act 1998 (the "act"). Please read and completed the following declaration statement really carefully, making sure that you tick to say you have understood how we're going to use your information. You should also sign and date the form in the space provided because we can't complete this application without this, and that could delay the tenant's application for a rented property.

* I understand that the information contained in this application will be retained, stored and used by Beech Property Management Ltd in accordance with the Data Protection Act. I confirm that the information I have provided is true and accurate to the best of my knowledge and agree that Beech Property Management Ltd can verify this through a number of different sources. These sources may include consulting the databases of credit reference agencies and the electoral roll, the industry Sort Code Directory (ISCD) as well as other sources of information in relation to the details I've provided.

In connection with this application I also understand and consent that:

- Beech Property Management Ltd may contact me using the contact details provided in this application form, for the purpose of completing this reference;
- Beech Property Management Ltd may pass on any information I have supplied and the results of any linked verification checks to the letting agent and/or any appointed landlord;
- If the tenant, for whom I am proposing to act as a guarantor, defaults in respect of their tenancy covenants in the future Beech Property Management Ltd may review the results of the verification and searches set out above;
- If I default in respect of any of covenants I have given as a guarantor (including the payment of rent on behalf of the tenant when the tenant has failed to pay) my default may be recorded on Beech Property Management Ltd's central database for the defaulting debtors and that such as default may affect any future application I may make for tenancies, credit and/or insurance;
- Beech Property Management Ltd can use debt collection agencies or tracing agents to trace my whereabouts and recover any monies I owe to Beech Property Management;
- I understand that by consulting with a Credit Reference Agency, the Agency will keep a record of this search, and that the results of this search may show the conduct my payments with other organisations. I also understand that how I conduct any payments as part of my agreement to act as Guarantor, may be disclosed to the Agency and may affect future credit applications. From time to time this information may also be used for debt tracing and fraud prevention. I understand that I may request the name and address of the Credit Reference Agency that Beech Property Management Ltd use, and that I may apply for a copy of the information they provided to Beech Property Management Ltd.

In order to assess your potential suitability as a guarantor we will send limited personal information about you to you nominated referees by email. The information we send will be sufficient for your referee to identify you by will not be excessive, however you should be aware information sent via the internet, by its very nature, cannot be guaranteed to be secure.

* I hereby authorise Beech Property Management Ltd to supply my referee/s (including those outside the EEA) with my personal data to assist them in providing details of my earnings/dates of employment/previous tenancy term (if appropriate) to Beech Property Management Ltd for the purposes described above for the completion of an application for a rented property.

Please note - if you wish to find out more about any of the information sources we access to complete your application, this can be found out at www.beechproperties.com

Signed

Name

Dated

* Please note - if you do not want to tick these boxes, we will be unable to complete this application

To avoid delays to the tenancy, please make sure that you have fully completed this form before submitting it to your letting agent. Don't forget to let your referees know that Beech Property Management Ltd will be contacting them.