

**GUARANTOR APPLICATION**

The latest Government guidance on conducting viewings is clear that no speculative viewings should take place at this time. To reduce the spread of Coronavirus it is important that only consumers who are serious about making an offer to let can physically view properties.

Therfor the process for applying will be as follows:

* Virtual Viewing online
* Initial screening application (this form)
* Controlled Physcial viewing
* Application Verification

A Guarantor is a third party who agrees to pay rent if the tenant(s) do not pay it and meet any other obligation that the Tenant fails to meet. The Landlord can take legal action to recover from a guarantor all payments of rent, any other obligations under a tenancy Agreement, and any other payments due to the landlord which the Tenant is required to pay under the agreement.

You should complete this initial screening form openly and honestly as during our verification process, you will be required to evidence of the information that you have provided. This will can include references checks, as well as a credit search, proof of your address, proof of your income/savings and other background checks.

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| Property the applicant is applying for |  |
| Name(s) of the applicant(s) (future tenant)  |  |
| Are you applying to become guarantor for a joint application?(e.g. a couple) |  |

|  |  |
| --- | --- |
| Name |  |
| Marital status |  |
| Profession |  |
| Current Address |  |
| Phone Number |  |
| Email Address |  |
| Date of Birth  |  |
| National Insurance Number |  |

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| --- | --- |
| Are you a homeowner? |  |
| Do you have a Scottish Bank Account? |  |
| Are you currently employed? |  |
| Are you entitled to or require housing benefit/housing allowance? |  |
| Monthly Income |  |
| Current Savings  |  |
| Do you have any concerns with providing/having a credit search carried out? |  |
| Do you have any CCJs, trust deeds, or bankruptcy on your file? |  |
| Do you have reason to believe that you would not pass a credit check or have a low score? |  |
| Are you currently receiving a reduced rate of income (for example, maternity pay, furlough, or sick pay) |  |

*AGENT DECLARATION*

*The agent will handle all information provided sensitively and in accordance with legal requirements including the Data Protection Act 1998 and the General Data Protection Regulation (Regulation (EU) 2016/679). The agent will inform the applicant as soon as possible about the outcome of the application. The agent must adhere to the Letting Agent Code of Practice (Scotland) Regulations 2016, a copy of which is available on request.*

*AGENT REF: LARN:1804002*

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| **DOCUMENTATION**  |
| You will need to provide some documentation to support your application. A copy of your ID and 2 months bank statements are required now. Other documents can be provided later during our verification process, however including them now, may put you ahead of other applicants and is therefore encouraged before your viewing. |
| Photographic Identification (MANDATORY BEFORE VIEWING) |  |
| 2 month’s bank statements (MANDATORY BEFORE VIEWING) |  |
| Credit Check |  |
| Employment Reference  |  |

|  |  |
| --- | --- |
| Applicant/Viewer Signature |  |

**6 Hunter Street, East Kilbride, G74 4LZ, 01355 458 253, LARN: 1804002**