

[Address of guarantor]

Date:

Dear Mr/Mrs [Name]

I understand from [name of tenant] that you are willing to stand as guarantor if I grant them a 12-month assured shorthold tenancy for the property known as [ADDRESS OF PROPERTY]. I am enclosing a blank letter of agreement for you to complete, sign, and return to me. Your signature should be witnessed.

In the interest of speed you can send a copy of the completed guarantor declaration by email to Intime Properties Limited to [intime.properties.limited\[at\]gmail.com](mailto:intime.properties.limited[at]gmail.com) . Please also send on the original signed and witnessed document to Intime Properties Limited's registered office at 59A Oxford Road, Abingdon, OX 14 2AA. This document will be a legally binding guarantee provided by yourself to Intime Properties Limited.

You should be aware that by agreeing to act as surety for the above tenant, you will be liable for unpaid rent under the tenancy agreement, costs linked to any damages and charges which remain unpaid and which relate to any breach of the tenancy agreement. Could I point out that this does potentially entail a substantial liability if [TENANT'S NAME] should default and you may want to seek the advice of a solicitor before signing it.

Yours sincerely,

Intime Properties Limited