THE GRAY HOUSE / RIGHTMOVE REFERENCING

Application declaration agreement

Please read the following declaration carefully before signing. Signing confirms your understanding of the referencing process and the accuracy of the information supplied.

Definitions

"Application" means an application for an occupation contract at the Property.

"Applicant" or "You" means the prospective contract-holder or guarantor completing the application.

"Property" means the property for which the Application is made.

"Landlord" means the person proposing to grant the occupation contract.

"Agent", "We", "Us" or "Our" means The Gray House Lettings & Property Management Ltd.

"Referencing Provider" means Rightmove or its appointed referencing service used in connection with the Application.

"Personal Data" has the meaning given under applicable UK data protection legislation.

Your privacy and information

1. We will use the information provided to assess your Application, undertake referencing and associated pre-contract checks, communicate with relevant parties and, where applicable, administer the proposed occupation contract. Please refer to our privacy notice for details of lawful bases, retention and your rights.

2. We may share relevant information with the Landlord, Rightmove or its appointed referencing partners, credit reference agencies, employers, accountants, previous landlords, guarantors and other referees as reasonably necessary for these purposes.

3. You confirm that information and documents supplied by you are accurate, complete and not misleading, and agree to notify us promptly of material changes.

4. You understand that inaccurate or misleading information may affect the outcome of your Application. Any holding deposit or other payment will be dealt with strictly in accordance with applicable Welsh law and the written terms provided to you.

Referencing and credit checks

5. You understand that information submitted through the Rightmove Tenant Referencing page may be used by the Referencing Provider to verify your identity, address history, employment, income, rental history and other information relevant to affordability and suitability.

6. You understand that credit reference agencies may be consulted and may record searches in accordance with their own notices and applicable law. Details of the agencies used and your rights can be requested from the relevant provider.

7. You authorise us and the Referencing Provider to contact the referees identified in your Application. You confirm that you have informed those referees that their contact details may be used for this purpose.

8. Where a guarantor is proposed, the guarantor may be subject to separate identity, affordability and credit checks and must sign any separate guarantee documentation before becoming liable.

9. The results of referencing may be shared with the Landlord and Agent for the purpose of deciding whether to proceed with the proposed occupation contract.

Outcome of your application

10. Submitting an Application does not guarantee acceptance or create an occupation contract. The decision whether to proceed rests with the Landlord and/or Agent, subject to applicable law.

11. You may withdraw your Application before an occupation contract is entered into. Any consequences for payments already made will be determined by applicable law and the written terms supplied to you.

12. If approved, your occupation will be governed by the written occupation contract and the Renting Homes (Wales) Act 2016, where applicable, rather than by this declaration.

Documents and verification

13. You agree to provide identification, address and financial documents reasonably requested to verify your Application through the Rightmove Tenant Referencing page or another secure channel specified by the Agent or Referencing Provider.

14. Additional checks may be required where documents cannot be verified or further clarification is reasonably necessary. We will contact you if further information is required.

Communication and data protection

15. You agree that we and the Referencing Provider may contact you by email, telephone or text message regarding your Application and any necessary verification steps.

16. Personal information will be handled in accordance with applicable UK data protection law. You may request information about how your data is processed by contacting info@thegrayhouse.co.uk. You may also complain to the Information Commissioner's Office.

17. The Referencing Provider may act as an independent controller of information it processes. Its own privacy notice will explain its processing, retention and contact details.

General terms

18. Nothing in this declaration excludes or restricts any statutory rights or remedies that cannot lawfully be excluded.

19. This declaration relates to an Application for a property in Wales and is subject to the applicable laws of England and Wales.

20. You confirm that you have read and understood this declaration and that the information you have supplied in connection with your Application is true and accurate to the best of your knowledge.

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