



**PLEASE COMPLETE IN BLACK INK AND BLOCK CAPITALS**

Agency name

Address

Postcode

Telephone number

Fax number

Contact name(s)

Email

Do you currently reference your prospective tenants, either internally or externally?

yes     no     sometimes

Do you currently offer any insurance products to your landlords?

yes     no     sometimes

Are you registered with data protection as a data user?

yes     no     not sure

Position

Completed by

Signed

Date

How would you like to receive your completed reports from us?

Phone     Fax     Email

Filling out this form and returning it to us does not obligate you to any charges. Registration is free, so why not register just in case you need us?

We welcome the opportunity to discuss your personal requirements. Data reports can be tailored to suit your needs and our prices are negotiable subject to quantity.

On receipt we will:

- Acknowledge receipt of your account application
- Open a monthly credit account for your agency and supply you with your account number
- Allocate a personal contact who will be available to liaise procedures and discuss any particular enquiry
- Discuss your personal requirements

Please complete in BLOCK CAPITALS and return to:

Accounts Department  
Rentguard Tenant Referencing  
30 Miners Way  
Lakesview International Bus. Park  
Hersden  
Canterbury  
Kent  
CT3 4LQ

Tel: **0844 4122 020**

Fax: **0844 4122 022**

Email: **admin@rentguardtenantref.co.uk**

Alternatively you can register on-line at:

**[www.rentguard.co.uk](http://www.rentguard.co.uk)**