

A

TENANTS

GUIDE

TO

RENTING

The enclosed information shows you the right approach and answers some of the more commonly asked questions.

What references will you need?

An independent referencing company is used and you will be required to complete an application form, which will include information on present and past employment and residence, together with previous landlord details. Also a guarantor may be required.

What other costs are there?

- Rent Dependant on Property
- Bond no more than 5 weeks rent
- Holding deposit is 1 weeks rent returnable if you withdraw subject to conditions
- Replacement Key/Frob at cost will be charged
- Charge for additional keys if requested by tenant at cost

Changes to tenancy i.e adding a new person, pets to be kept in the property, business to be run from the property or any other amendment which alter the obligations of the agreement £50.00 inc VAT

Early termination to the value that the landlord would have lost.

How is payment made?

Your initial account will include the first month's rent, security deposit (bond) and costs. This is due prior to the tenancy commencement and must be made in cleared funds, i.e bank transfer, cash or card. Personal cheques can only be accepted if sufficient clearing time is allowed prior to the commencement of the tenancy

How is the rent paid?

Rent is paid by bank standing order. You will be advised whether you will be paying to the agent or landlord directly.

What happens if I can't pay the rent?

You must notify us immediately of any change in circumstance by phone or email. Failure to do this means a late payment charge after 14 days plus interest at the base rate of the Bank of England

What is an inventory?

Most landlords ask our lettings department to carry out a complete list of the contents and condition of the property. This will be checked with you at the outset of the tenancy ensuring you are in agreement with the properties stated condition. At the end of the tenancy a member of the lettings team will be appointed to complete an end of tenancy inspection.

If you feel that you would like an independent inventory clerk to carry out the inspection at your own cost then details can be supplied from the lettings department

What does the rent include?

The landlord is responsible for the outgoing on the property which include ground rent and service charges of leasehold properties. You will be responsible for gas, electricity, water rates, council tax and any telephone connected to the property. You will also be responsible for purchasing a tv license and aerial.

What are my obligations?

You will be obliged under the terms of your Tenancy Agreement to look after the property and its contents. You should maintain a level of cleanliness so as not to cause undue deterioration of the property and ensure faults and damage are reported immediately. Subject to the terms of your agreement, you will usually be responsible for maintaining to a good order.

Do I need insurance?

Yes – you should insure anything you bring in to the property with contents and tenants liability insurance. The landlord will have their own insurance but this will not cover your belongings. Once this has been set up