

If you are looking to rent one of our properties, then we would love to make your journey as smooth as possible.



The list below is mandatory for each applicant (and guarantor where required).



Proof of Identity – Please Bring Along to EVERY Viewing

(This will speed up the process as we cannot proceed with referencing until we have met each tenant and seen the original documents)

We will need to see either;

- (a) A valid passport (if non-EU we would also need proof to reside in the UK along with secondary ID)
- (b) A National Identity Card
- (c) A Full/Provisional Driving licence along with a birth certificate (they must be provided together)



Holding Deposit

In order to secure a property you will need to place a holding deposit equivalent to 1 week's rent.



Proof of Income

We will need to see the last 3 months payslips.

Students or part-time workers may require a guarantor. Each guarantor must complete an application form online and have income that exceeds £25,000. They will need to provide the same documentation as listed above (the guarantor will need to earn an income appropriate to the monthly rent of the property). Students need to provide evidence of the course and university / higher education facility they attend.



Bank Statements

We will need your last month's statement showing your current address and wages being deposited (if self-employed we will need the latest 6 month's bank statements).

If you bank online and they don't show your address, we will need one of the items below;

- (a) A utility bill dated within the last 3 months (gas, electric or Water- a mobile phone bill is not acceptable)
- (b) A recent Credit Card statement (issued within the last 3 months)
- (c) A Council Tax bill



Moving-in Monies & Bank Details

The first month's rent and 5-weeks security deposit is payable in advance. Ask us about our FlatFair scheme should you not have or not want to pay the full 5-week deposit.



Move in Date

We work towards a pre-set date but cannot guarantee any date. We are reliant on third parties such as references from your employer or past landlords. **We strongly advise ALL tenants to contact their referees to advise them that they should look to respond immediately to any reference requests to prevent delays.**

Tenant Fees



Variation of Contract:

- £50 (including VAT) per agreed variation at the tenant's request to include the cost of the preparation and execution of new documentation.
- £50 (including VAT) per agreed variation at the tenant's request to keep a pet at the property.



Reasonable Charges for Breach of Contract:

- Unauthorised late payment of rent after 14 days: 3% above Bank of England base rate.
- £50 (including VAT) per agreed replacement tenant at the tenant's request to include the cost of Right to Rent checks, deposit registration and the preparation and execution of new legal documents.
- Reasonable charges for lost keys or security fobs.
- Reasonable charges for defleaing a property as a result of tenants having pets.
- Reasonable charges for gardening or grounds maintenance.



Early Termination

- If the tenant wishes to leave the contract early and there is no break clause, the tenant shall pay the rent until the start date of any replacement tenancy together with the landlord's re-letting costs (in accordance with our published landlord letting fees); such costs to be no more than the maximum amount of rent outstanding on the tenancy.