

# Requirements

To move into a property we have a few basic requirements that we require from all prospective tenants.

- One month's rent in advance (**Must be in cleared funds, cheques not accepted**)
- A security deposit equivalent to one month's rental. The deposit is held against any loss or damage to the property or its contents during the period of tenure. (**Must be in cleared funds, cheques not accepted**, unless cleared prior to commencing the tenancy)
- Should you wish to use a credit card; a 3% charge will be added onto the amount to cover the costs. No charge will be applied for using a debit card.
- A reservation fee is required in respect of all applications received if not moving in on the said day.
- A fee in respect of administration, legal fees and inventory check-in.
- You should consider the need for tenant's contents insurance prior to moving in

The administration fee is due and payable on receipt of your application. In respect of house shares this fee is **£95 plus VAT**, for an apartment the fee is **£200 plus VAT**, and the fee for a house is **£225 plus VAT**. Company lets will incur costs of **£350 plus VAT**. If a Guarantor is needed for your application to be accepted, we do require a further **£25 plus VAT** for the administration fee for submitting this.

## References

We will require all applicants to complete an application form. Once we have received this we will process a credit search on the details provided per applicant. If the credit reference fails, an administration fee of **£20 plus VAT** will be charged to cover the costs of referencing. If there is any reason why you believe that your check will fail, please inform us prior to completing the application.

Prior to entering the property we will require all tenants to provide.

- **Proof of employment**
- **2 forms of identification, i.e. passport, driving licence (without exception)**
- **Copy of your bank statements**
- **Copy of a recent utility bill.**

A valid insurance policy is also required to protect you against accidental damage to the property; we can provide details of policies to assist you in this matter.

## Rents

All rents are payable by way of standing order unless other ways are accepted at the Agents discretion. With the exception of house shares and any property otherwise stated, all rents are exclusive of Council Tax and Water Rates. For further clarification on any aforementioned points, please do not hesitate to contact a member of our team, as they will be more than happy to help.

## Conditions

These particulars are intended only as a guide to prospective tenants to enable them to decide whether to make further enquires. They are otherwise not intended to be relied upon in any way or for whatever purpose. Accordingly, neither accuracy nor the continued availability of the property is in any way guaranteed on the express undertaking. Neither the landlords nor the agents are to come under any liability or claim in respect of the property or the contents. The landlord nor Uk-to-let.co.uk do not make nor give, any representation of warranty as regard to the property or otherwise.

**N.B WE ONLY COMPLETE NEW TENANCY SIGN UP'S MONDAY TO FRIDAY, WE DO NOT PROCESS MOVE IN'S ON SATURDAY**

**ALL RENTAL PAYMENTS ARE TO BE PAID EVERY MONTH**