

OUR TENANCY PROCESS

This step-by-step process shows you what you can expect from the point at which you decide you would like to rent one of our houses, until the paperwork is all complete.

1

HOLDING DEPOSIT

On most occasions, we may ask for some money to reserve a house - usually £50 per person. This is non-refundable if you change your mind or withdraw from the process. It is used to temporarily secure the property whilst completing the paperwork.

2

APPLICATION

You need to fill out the application forms on our website to submit your application. Each member of your group will need to fill out an application form and get your guarantors to complete a credit check form.

3

CONFIRMATION

If your application is successful, we will email you with a tenancy confirmation, which will contain all the details of your proposed tenancy, and where to send your deposit.

4

DEPOSIT

You now need to send us your deposit. This is usually one month's rent, less any holding deposit already paid to us. It will be protected within 30 days with [mydeposits.co.uk](https://www.mydeposits.co.uk)

5

CONTRACTS AND GUARANTOR FORMS

You will now need to sign the contract and your guarantor will need to sign a guarantor form. These will be sent online and are signed digitally. The lead tenant will sign the contract first, and then it will be sent to each of you in turn to sign.

6

IN-PERSON MEETING

Once all the paperwork is completed, you will be required to come to the office to show us your passport and any visas required for the right-to-rent check.

Now you're all signed up!

