

## LOOKING TO BECOME A TENANT?

Renting a property can be a convenient choice and at Robert Parish Ltd we are on hand to offer you advice and provide a straightforward, hassle-free service for you as a tenant. We pride ourselves on being honest with all tenants and will always break down all monies involved.

Whether you are renting for the first time or have rented properties in the past, we are here to ensure that you are aware of all practices and procedures involved. Please read on below if you require further tenant information.

## TENANT INFORMATION

ALL NEW APPLICANTS MUST BE IN FULL TIME EMPLOYMENT. UPON COMPLETING REFERENCE FORMS, WE WILL REQUIRE THE FOLLOWING:

UNDER NEW LAWS REGARDING MONEY LAUNDERING WE ARE LEGALLY REQUIRED TO OBTAIN PROOF OF IDENTITY FROM ALL NEW TENANTS IN THE FORM OF A COPY OF YOUR PASSPORT OR DRIVING LICENCE.

- REFERENCES – ALL TENANTS OVER 18 HAVE TO BE REFERENCED
- PROVIDE THREE MONTHS PAYSLIPS
- PROVIDE THREE MONTHS BANK STATEMENTS
- CURRENT UTILITY BILL

However, should you be self-employed then we will require the following from yourself: -

- Provide three years' worth of accounts
- Provide three years' worth of bank statements
- Current utility bill

### CONTRACTS

FIRST INITIAL CONTRACT WILL BE FOR A SIX-MONTH PERIOD.

ADMIN FEES WILL BE NECESSARY WHEN REFERENCES ARE ACCEPTED

MY DEPOSITS SCHEME – AT ROBERT PARISH LTD WE PROTECT OUR TENANTS DEPOSITS VIA THE MY DEPOSITS SCHEME. FOR MORE INFORMATION PLEASE CLICK THE LINK ON THE BOTTOM OF OUR HOMEPAGE.

### ACCESS TO PROPERTY

ON THE DAY OF ACCESS (OR BEFORE) WE WILL REQUIRE ONE MONTHS RENT IN ADVANCE PLUS AN ADDITIONAL MONTHS RENT HELD AS A DAMAGE DEPOSIT (ALL DEPOSITS ARE SECURED IN AN INDEPENDENT DEPOSIT SCHEME). THIS TWO MONTHS RENT WILL BE REQUIRED IN FULL AND WILL NEED TO BE CLEARED FUNDS ON THE DAY PRIOR TO COLLECTING THE KEYS.

WE PROVIDE MINIMUM TENANCIES OF SIX MONTHS, WE WILL CARRY OUT CHECKS AT THE PROPERTY EVERY 3 MONTHS

NO PETS, NO DSS, NO SMOKERS WILL BE PERMITTED.