



TENANT INFORMATION – Terms & Conditions

We let and manage furnished and unfurnished houses, apartments and flats throughout the Bradford area. Please check our **Property List** to view details of available property. Please note that our list changes daily.

GENERAL CONDITIONS

No pets are accepted.

You must be working full time permanently and not be claiming any family credit, housing benefit or income support.

All tenancy's are for a minimum 6 months with the tenant responsible for the full 6 month or extended tenancy. One months notice is required should you wish to leave at the end of the 6 months.

FINDING A PROPERTY

The first step is to contact us and provide brief details about yourself and about the accomodation you require. You must decide the type of property you require, area of Bradford, no. of bedrooms, if you require furniture or not and obviously the rent you want to pay. We then search our database for suitable properties for you to view. If not urgent, we log your details so that we can contact you as suitable properties become available. It is wise to start looking about a month before you wish to move, as the nicer properties are viewed and reserved quickly.

VIEWINGS

Viewings will be arranged at times to suit you, including Saturday mornings and possibly some evenings and you will invariably be accompanied by a member of staff, who can give advice and answer any questions you may have.

APPLYING FOR THE PROPERTY

An application form is required to be filled out by each adult applying for a property. A **£125.00 administration fee** is payable on applying for a property which is only refunded if your application is unsuccessful. Homelets do not have to give any reason why a tenant may be declined for a property. If you change your mind or do not move into the property within 7 days of being accepted then the £75.00 administration fee is not returned.

REFERENCES

General reference checks are required to include a credit check where you must be listed on the voters roll for at least 5 years and have no county court judgements. Work references, personal and previous landlords references are also required. A guarantor is also sometimes required.

If you pass the reference checks as above and provided the landlord accepts you, we will arrange for you to move in.

Homelets do not have to give a reason why a prospective tenant may not be accepted for a property.

BOND & ADVANCE RENT REQUIRED

If you are accepted for the tenancy you must immediately pay a bond normally equivalent to 1 full calendar months rent together with 1 full calendar months rent in advance by cash or bankers draft. Future rents will then be paid to our office by cheque on the 1st of every month.

The bond is returned in full at the end of the tenancy provided that the tenant has: - stayed a minimum of 6 months, given 1 months notice to leave the property, left the property in the same condition as when the tenant moved in undamaged, clear of tenants effects and clean inside and out and also complied with all terms of the tenancy agreement.

The tenancy must start within 7 days.

MOVING IN

- Tenants will need to make an appointment to sign the tenancy agreement at the offices of Homelets during our normal office opening hours.
- All of the tenants will need to be present.
- All tenants will be issued with 1 full set of keys only for the property. If additional keys are required the tenant will be responsible for all costs.
- An inventory will be drawn up by Homelets and signed by all parties which will list all fixtures, fittings and furniture (if provided) and their condition.
- The inventory will be checked by the tenant, with the tenant to contact Homelets within 72 hours if any discrepancies are present.
- Please take this opportunity to ask any questions you may have regarding the property (Central heating, Gas, Electric, Stop cock Location etc)
- The meter reading will be recorded for Gas and Electric. It is the tenants responsibility to inform the suppliers of their moving in date before tenancy commences and to ensure that all services are switched on. Please note that in some properties token meters are installed and require adequate credit to enable electric and gas to be available. Homelets will not be responsible under any circumstances for any tenant who moves into a property without gas or electric.



HomeLets Inc. Clarkes, 468 Thornton Rd, Girdlington, Bradford, West Yorkshire, BD8 9BS

tel **01274-484000 / 829000** - fax **01274-829100**

email **info@homeletsproperty.co.uk** - web **www.homeletsproperty.co.uk**