How to apply, what to do next. (Applicants from 1st June 2019).

- 1. View the property on offer and decide if it meets your needs.
- 2. Check you qualify, do you have the right to rent (immigration status etc), Is it affordable to you (a guide is monthly rent x 32 is less than your combined gross yearly income e.g. £695 x 32=£22240 household income a year). No adverse credit details etc.

If you are working but have adverse or no credit history etc, it still may be possible to rent to you, but there will usually be a 3 month deposit taken and the monthly rent will increase slightly to cover the risk, usually around £30 per month.

- 3. Next fill out the tenant reference form for each person to be named on the contract.
- 4. Once you've completed your reference form and read the tenancy agreement in full and your happy to proceed you pay the £100 refundable holding deposit, we only take one Tenants holding deposit a time and this holds the property for seven days.
 - This will not be paid back if the information you provide is incorrect, false, doesn't meet the minimum financial requirements, you don't proceed with the contract within the deadline for agreement which is usually 7 days after the references coming back or withdraw yourself from the proposed agreement. But may be used to reduce your first month's rental payment by mutual consent.
- 5. Once the application is approved it's now time to read through the pre-check agreement and sign the contract which will state your agreed move in date.
- 6. It's at this point you pay any deposit if requested and decide which furniture and white good items you want to buy or rent, once installed in your apartment we cannot remove them until the end of your tenancy. (minimum 12 months rental).
- 7. On move in date we will inspect the property together take utility meter readings and handover your keys and answer any questions you may have, the first month's rent in advance is also due before or on this day.

Sample contracts, agreements and all other documents can be found on the download section of www.covrent.co.uk and are available to view at any time.