## How to apply, what to do next. (Applicants from 1st January 2025).

- 1. Take a look at the document section on the Covent.co.uk website as this contains all the information on optional furniture / white good packs available. It also includes a sample tenancy agreement.
- 2. Make an appointment to view the property you are interested in, these are carried out as block viewings so you can come anytime within the times given.
- 3. If after viewing you wish to apply, firstly 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 monthly rent x 32=£22240 gross total household income a year). Have no adverse credit details etc.
- 4. Next fill out the tenant application form for each person to be named on the contract.
- 5. Once you've completed your tenant application e-mail this to admin@covrent.co.uk. This will then be put forward to be checked by Tenant verify.

  Should we receive more than one application, then they will all be put forward and the apartment offered based on the results from tenant Verify. There is no cost to the applicant for this.
- 6. Once the application(s) are approved it's now time to read through the pre-check agreement and sign the Tenancy agreement at our office, which will state your mutually agreed move in date. The contract will be for three years with a break clause after month 10, the rent will be fixed for the full term.
- 7. It's at this point you pay any deposit if requested and decide if any 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). This now makes the contract binding and the property is confirmed as yours.
- 8. 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 <a href="www.covrent.co.uk">www.covrent.co.uk</a> and are available to view at any time.