



Applying for a Property

This is a guideline containing information for anyone wishing to apply for a property through 4u2let Ltd.

Tenancy: this is usually for a minimum of 6 months and is governed by an Assured Shorthold Tenancy Agreement combined with an Inventory of the property.

Viewings: If you are interested in one of our properties we will arrange a convenient time for you to view. After the viewing, if you would like to apply for the property you will be required to submit an Application Form.

The submission of an application is no guarantee of tenancy.

References: We require all applicants to complete an application form, references will then be applied for. The cost of an application and referencing is £75.00 plus VAT and must be paid in advance.

Your fees should be submitted with the application. Before we can apply for references the funds we hold must be clear. Should any tenant fail the credit and reference check or if you decide not to proceed for any reason, the fees are non-refundable and will be retained to cover our administration costs

A final decision on whether or not a tenancy can proceed will depend upon the responses received and this decision will be made in consultation with the landlord.

Deposit: A deposit is required for all tenancies and must be received by us prior to the signing of the tenancy agreement. If you pay by cheque, a minimum of five working days must be allowed for it to clear. The amount of deposit is equal to one and half calendar months rent plus additional charges where applicable. The deposit is in addition to the first months rent, which must also be paid in advance.

Identification: We require two forms of identification, these could be a birth certificate, full driving licence, full ten year passport, new style National Insurance card or bank cheque guarantee card.

Finally: Once satisfactory references have been received and a tenancy has been agreed with the landlord we will arrange for someone to meet you at the property where they will check the inventory with you and then sign the tenancy agreement.