

**TENANT TERMS AND CONDITIONS**

**(PLEASE READ CAREFULLY)**

1. In order to reserve a property to rent, once terms have been agreed with the landlord, a holding deposit equivalent to one weeks rent will be required before the property is removed from the market. These monies will go towards the security deposit monies payable before the start of the tenancy.

2. Please note the holding deposit can be withheld under the following 4 grounds:-

- If the tenant pulls out of the tenancy before the contracts are signed

- If the Tenant fails the Right-To-Rent Check

- If the Tenant provides false or misleading information

- If the Tenant does not sign the Tenancy Agreement within 15 calendar days of reserving the property

- Where a Guarantor is required, if the Deed of Guarantee is not signed within 15 calendar days of reserving the property

3. In order for Kendall Harper to proceed with references and to grant a tenancy under the provisions of The Immigration Act 2014, tenants must supply original documentation in our branch which satisfies the Right To Rent checks (a passport or other accepted documentation, please contact the branch for further details).

4. If a Guarantor is required in order to grant a tenancy to the tenant, full financial references will then be required for the Guarantor and a Deed of Guarantee will have to be signed by the guarantor. We will also require photo identification and proof of address for the Guarantor.

5. The tenancy agreement must be signed prior to the commencement of the tenancy. Assured Shorthold Tenancies are for a minimum fixed period of 6 months unless a longer fixed term is agreed with the landlord.

6. Should a tenant wish to terminate their tenancy prior to the end of a fixed term, they shall be liable to pay the landlords costs in re-letting the property as well as all rent due under the tenancy until the start date of the replacement tenancy. These costs will be no more than the maximum amount of rent outstanding on the tenancy.

7. A deposit equivalent to five weeks rent is payable prior to the commencement of the tenancy, for those tenancies where the annual rent is below £50,000. A deposit equivalent to six weeks rent is payable prior to the commencement of the tenancy, for those tenancies where the annual rent is £50,000 or over. No interest is payable to the tenant.

8. The first month’s rent and the deposit must be paid by BACS Transfer and these funds must have cleared prior to the tenancy start date. Please note that keys cannot be released until cleared funds have been received by Kendall Harper. **Cash cannot be accepted on the tenancy start date.**

9. Rent is payable monthly in advance by Standing Order only. The rent excludes payment of all utility bills unless otherwise stated in the Tenancy Agreement.

10. Unpaid Rent – Interest is payable at 3% above the Bank of England Base Rate from the Rent Due Date until the rent is paid.

11. The fee for a Variation of Contract at the tenants request is £50.00 Inc VAT per agreed variation.

12. The fee for a change of sharer is £50 Inc VAT per replacement tenant or any reasonable costs incurred if higher.

13. General Data Protection Regulations - You are applying for a tenancy and must complete the tenancy application. This application requires you to provide personal information which will be provided to Homelet who carry out credit and referencing checks and provide us with a report on your suitability as a tenant. In completing the application, you agree that the application can be passed to them for this purpose. We will not share this information with any third party other than our client, without your consent. More information on how we hold and process your data is available on our website – [www.kendallharper.com](http://www.kendallharper.com)

[ ]  By Checking this box, I/ We have read, understood and accept the Terms and Conditions as stated above.

PRINT NAME: Click here to enter text. DATE: Click here to enter a date.

**APPLICATION FORM** – Please Complete the Below as Appropriate

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| --- | --- | --- | --- |
| **TERMS OF OFFER** |  |  |  |
| **Property Address** |  Click here to enter text. |
| **Rent PCM** |  Click here to enter text. | **Initial Term**  |  Click here to enter text. |
| **Tenancy Start Date** |  Click here to enter a date. |  |   |
| **Special Conditions** | Click here to enter text.  |
|  Ie any requests you want the landlord to do to the property prior to move in. | Click here to enter text. |
|   | Click here to enter text.  |
| **Cleaning Requested?**\* | Choose an item. | **Tenant Type** |  Choose an item. |
| **Pets** | Choose an item. | **Details** |  Click here to enter text. |
| **Children** | Choose an item. | **Details** |  Click here to enter text. |
| **Smokers** | Choose an item. |   |
| **\*note that if cleaning is not requested then you accept the property cleaned to the standard as noted at check in and you will only be expected to return the property in the condition as stated in the Inventory Created at this time.** **Every effort has been made to ensure that you are given correct information about the property for which you are making an application. If there is any aspect of the property that you are unsure about, please ask in writing so that we can clarify. Unless stated the property will be unfurnished, some white goods may be available and we ask that you check in writing what appliances come with the property, for avoidance of doubt.**  |
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| **Applicant 1** |  |  |  |
| **Full Name (as on passport)** |   | **D.O.B.** |  Click here to enter a date. |
| Choose an item. |  Click here to enter text. |
| **Email Address** |  Click here to enter text. | **Contact Number** | Click here to enter text. |
| **Current Address** |   | **Current Residential Status** | Choose an item. |
|  Click here to enter text. |
| **Post tenancy contact address** |  EG Parents Fixed Address |   |   |
|  Click here to enter text. |
| **Occupation** |  Click here to enter text. |   |
| **Employer** |  Click here to enter text. |   |
| **Basic Annual Salary** |  Click here to enter text. |   |   |
| **Time in Current Employment** |  Click here to enter text. |   |   |
| **Guarantor info if appropriate** |  Click here to enter text. |
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| **Applicant 2** |  |   |   |
| **Full Name (as on passport)** |   | **D.O.B.** |  Click here to enter a date. |
| Choose an item. |  Click here to enter text. |
| **Email** |  Click here to enter text. | **Contact Number** |  Click here to enter text. |
| **Current Address** |   | **Current Residential Status** | Choose an item. |
|  Click here to enter text. |
| **Post tenancy contact address** |  EG Parents Fixed Address |   |   |
|  Click here to enter text. |
| **Occupation** |  Click here to enter text. |   |
| **Employer** |  Click here to enter text. |   |
| **Basic Annual Salary** |  Click here to enter text. |   |   |
| **Time in Current Employment** |  Click here to enter text. |   |   |
| **Guarantor info if appropriate** |  Click here to enter text. |
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| **Applicant 3** |  |   |   |
| **Full Name (as on passport)** |   | **D.O.B.** |  Click here to enter a date. |
| Choose an item. |  Click here to enter text. |
| **Email** |  Click here to enter text. | **Contact Number** |  Click here to enter text. |
| **Current Address** |   | **Current Residential Status** | Choose an item. |
|  Click here to enter text. |
| **Post tenancy contact address** |  EG Parents Fixed Address |   |   |
|  Click here to enter text. |
| **Occupation** |  Click here to enter text. |   |
| **Employer** |  Click here to enter text. |   |
| **Basic Annual Salary** |  Click here to enter text. |   |   |
| **Time in Current Employment** |  Click here to enter text. |   |   |
| **Guarantor info if appropriate** |  Click here to enter text. |
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| **Applicant 4** |  |   |   |
| **Full Name (as on passport)** |   | **D.O.B.** |  Click here to enter a date. |
| Choose an item. |  Click here to enter text. |
| **Email** |  Click here to enter text. | **Contact Number** |  Click here to enter text. |
| **Current Address** |   | **Current Residential Status** | Choose an item. |
|  Click here to enter text. |
| **Post tenancy contact address** |  EG Parents Fixed Address |   |   |
|  Click here to enter text. |
| **Occupation** |  Click here to enter text. |   |
| **Employer** |  Click here to enter text. |   |
| **Basic Annual Salary** |  Click here to enter text. |   |   |
| **Time in Current Employment** |  Click here to enter text. |   |   |
| **Guarantor info if appropriate** |  Click here to enter text. |
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| **Applicant 5** |  |   |   |
| **Full Name (as on passport)** |   | **D.O.B.** |  Click here to enter a date. |
| Choose an item. |  Click here to enter text. |
| **Email** |  Click here to enter text. | **Contact Number** |  Click here to enter text. |
| **Current Address** |   | **Current Residential Status** | Choose an item. |
|  Click here to enter text. |
| **Post tenancy contact address** |  EG Parents Fixed Address |   |   |
|  Click here to enter text. |
| **Occupation** |  Click here to enter text. |   |
| **Employer** |  Click here to enter text. |   |
| **Basic Annual Salary** |  Click here to enter text. |   |   |
| **Time in Current Employment** |  Click here to enter text. |   |   |
| **Guarantor info if appropriate** |  Click here to enter text. |
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