

pre-tenancy checklist

Please read each point and initial that you understood. At the end of the check list please sign and date. **PLEASE NOTE THESE PAGES FORM PART (pg23/24/25), OF THE 27 PAGE FULL APPLICATION FORM** – Do read the full document.

1. I/we understand that once my/our application has been submitted to letcanterbury.com that the application fee is non - refundable.

Initial(s)

2. I/we understand that for every additional person named on the tenancy I/we have to pay an additional £125.00 for referencing which is non refundable and I/we also understand that if I/we use a guarantor, £55.00 per guarantor is payable for their application and this is also non refundable.

Initial(s)

3. I/we understand that once I/we have submitted my application form that I/we need to contact my/our current employer and current Landlord and inform them to expect a reference application from our referencing company. This needs to be responded to immediately. (This is where the delay usually occurs.)

Initial(s)

4. I/we have viewed the property and understand that the property is let as seen. If there is any work I/we feel is needed to be carried out on the property I/we must have informed letcanterbury.com in writing before the Tenancy Application has been submitted. If the property is described as unfurnished, NO items (including white goods) will be left in the property, unless otherwise stated. If property is described as part or fully furnished I/we am aware which items are being left in the property.

Initial(s)

5. I/we understand that I/we need to bring with me/us when signing the tenancy agreement, if not already provided, proof of residency and proof of identification as set out in Page 3 Clause 1 (d & e).

Initial(s)

6. I/we will need to pay the deposit for the property amounting to six (6) weeks rent rounded up to the nearest £50.00. This is required as described on Page 3 clause 7, and will be kept and returned as described on page 6 & 17 of this document.

Initial(s)

7. I/we understand that I am/we are signing a six month Tenancy Agreement. If a longer tenancy is required, this has previously been agreed by the Landlord and appears on the Assured Shorthold Tenancy (A.S.T.) agreement. I/we understand that it is a binding agreement between the Landlord and tenant for the duration of the tenancy. I/we agree to abide by the terms and conditions set out in the A.S.T. I/we have had an opportunity to read through the agreement beforehand and (if applicable) have passed a copy to any guarantor included in the agreement before signing, and have had opportunity to ask any questions arising and take legal advice before signing.

Initial(s)

8. I/we understand that I/we have received a section 21 notice, with my/our A.S.T. I/we will either be contacted by letcanterbury.com or I/we will contact letcanterbury.com to confirm if I/we wish to stay in the property and renew my/our tenancy. If I/we wish to stay in the property I/we will await confirmation from the landlord through the office of letcanterbury.com and sign and renew my/our A.S.T. by appointment. A renewal fee of £75.00 (total) is payable.
 If I/we wish to vacate the property at the end of the tenancy agreement letcanterbury.com will be made aware. I/we are aware that at the end of the tenancy, each tenant is liable to pay a check out fee of £35 or £50 for a single occupancy; this charge will be deducted from deposit monies. By signing the shorthold tenancy agreement each tenant is agreeing to this charge.

Initial(s)

9. I/we understand that if we should lock ourselves out or for what-ever reason require the agent to provide entry into the house this will be chargeable to the tenant this - fee will be £58.75

Initial(s)

10. letcanterbury.com Ltd is a .com (on-line) business, therefore as a company we are treated as so by banks. There is an expectation by them that banking transactions (money) are received and paid by direct transfer not cash or cheque – therefore we are charged for any other type of transaction. I/we agree that a charge will be made to cover any other type banking transaction other than direct transfer made into or out of the agents account this will be equal to the charge made by the bank.

I/WE HEREBY AGREE TO COMPLY WITH THE PROVISIONS OF THE; PRE-TENANCY CHECKLIST, AND SHORTHOLD TENANCY AGREEMENT AS ISSUED BY THE LANDLORDS AGENT; LETCANTERBUY.COM WHICH I/WE HEREBY ACKNOWLEDGE.

Tenant 1

Signed

Printed

Dated

Tenant 2

Signed

Printed

Dated

Tenant 3

Signed

Printed

Dated

Tenant 4

Signed

Printed

Dated

required additional information

Please supply details of ALL persons who will be residing in the property (including applicant)

name	age	sex

Please state the approximate date you wish to move in.
