

**Right Home**  
Residential Letting &  
Management Ltd



# TENANT'S LETTING GUIDE

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Right Home Residential Letting & Management Ltd manages furnished and unfurnished flats, apartments and houses throughout Bristol. To search our database of available properties please use the search facility on the left hand side of the homepage. Although our property stock changes daily you should contact us for current availability or to register your requirements. Please note that for your safety and peace of mind -

- All of our managed properties are **CORGI** gas safety certificated, and inspected for electrical safety, and furniture fire safety
- Tenancy deposits are held in either a designated Client Account in accordance with current **OEA Code of Practice or the Deposit Protection Service**. Deposits taken after **6<sup>th</sup> April 2007** will be treated in accordance with the Tenancy Deposit Protection regulations.

#### Finding a property

The first step is to contact us to provide brief details about yourself and about the accommodation you require. We then search our database for suitable properties for you to view. If not urgent, we log your details so that we can contact you as suitable properties become available. It is wise to start looking about a month before you wish to move, as the better quality properties are viewed and reserved quickly. We regret that we

#### Viewings

Viewings will be arranged at times to suit you, including evenings and weekends, you will invariably be accompanied by a member of staff, who can give advice and answer any questions you may have.

#### Reserving the property

Once you have decided on a property, you will need to reserve it by paying a reservation fee of **30% (NO VAT PAYABLE)** of the first months rent. If the landlord declines to grant the tenancy, it will be refunded minus referencing costs. However the deposit will be forfeit if you decide not to proceed for any reason, or if you fail to provide complete and accurate information in your application.

#### References

Right Home will require you to complete a simple application form, so you can be referenced by our external impartial referencing company, who will confirm your ability to meet the rental commitment. These will normally include your employer, bank or building society and previous/current landlord. We always employ the services of an independent referencing agency.

#### Rents

Rents are quoted calendar monthly and payable monthly in advance. The tenant is usually also responsible for Council Tax, Water Rates, Gas, Electricity and Telephone costs. All rents are payable by bank standing order to our company bank account.

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### Deposit

A security deposit of one month's + **100** will normally be required. This deposit will be treated in accordance with the Tenancy Deposit Protection regulations, and you will be informed of which protection scheme is utilised. The deposit is held to cover any damages and liabilities under the terms of your tenancy agreement.

### Fees

Your reservation fee acts as a holding deposit for the property, so all that is left to pay on move in day is the first months rent and deposit.

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