

PROCEDURE FOR NEW TENANTS

To secure your accommodation please make sure all items on this checklist have been fully completed and given or posted back to us along with your cheque as Holding Deposit for the equivalent of 1 months rent plus the £100 administration fee. The Holding Deposit will become your Security Deposit and will be lodged with Tenancy Deposit Solutions Ltd once you have moved in. The Holding Deposit is not refundable if you do not take up residency for any reason.

CHECKLIST

- Fully complete one application for tenancy form for every student who will be living in the property.
- Each student is to complete, sign and have witnessed a copy of the lease.
- Your guarantor should read the lease and then complete and sign the guarantor form, which must also be witnessed.
- Your guarantor must also send a copy of their passport or drivers licence as proof of ID.
- Enclose a cheque for the equivalent of 1 month's rent plus £100 admin fee payable to "L Rossano". This will be a holding deposit.
- Each student should attach 11 post-dated cheques dated 1st of each month starting August and ending with June, each for the full amount of the monthly rent. Cheques should be made payable to "L Rossano".
- For your security, please write on the reverse of each cheque the first line of the address of the property you are taking. This cheque will also serve as your receipt.

Note: You are signing a legal document and will be bound by it's terms to the end of the tenancy period. Once entered into you will not be able to stop your rent payments unless you have found a suitable tenant to replace your obligations.

Please post all of the above to:
L Rossano Property Management
43 Richmond Park Avenue
Bournemouth
Dorset BH8 9DN

Upon receipt of all the above items for all of the students in your house, we will write to you confirming that you have secured the property and send you a signed copy of the lease.

PLEASE NOTE: Even though we take a security deposit, you and your guarantor will still be liable for any damages and cleaning charges at the end of your tenancy which exceed the value of your deposit.

If you have any questions about the procedure,
please call Roger on 07811 433733 or e-mail enquiries@StudentLet.org