



BRADGATE LETTINGS

Bradgate Lettings have been successfully finding Tenants suitable properties from city centre studio's to large country houses and across all rental budgets for over 26 years.

You can be assured of our professional approach to Lettings and Management by our long-standing memberships of the Association of Residential Letting Agents (ARLA), and The Property Ombudsman for Lettings (TPO). All Tenant deposits are automatically protected with The Dispute Service for your piece of mind both during and at the end of the Tenancy.

We do, as a regulated agent have specific Application Terms and Conditions as detailed below.

Applications will not be accepted until you have viewed the property internally, should you decide to apply, we require a credit application form completed for each applicant along with 2 forms of identification such as driving license, passport, utility bill showing current address. References will be taken up by an independent company with your employers, bankers and previous Landlord if applicable in addition to Right to Rent checks where applicable. A payment of a credit reference & processing fee will become due at this time to secure the property, see below.

The Application Fee is only refundable if the Landlord withdraws the property.

Acceptance of this application does not constitute an offer of a tenancy;

Please be aware that all Tenancies will be Joint & Several Assured Shorthold Tenancies for a minimum period of 6 months and an initial maximum period of 12 months unless specifically negotiated.

Restrictions can apply to Tenants who are smokers, have children or pets.

Please discuss your requirements with our property professionals before making any application.

Applicants should be employed and not in receipt of Housing Benefit unless specifically allowed by the Landlord.

New Tenancy Fees (pre and post application)

First applicants credit reference & processing fee	£150
Additional applicants reference & processing fee	£50
Guarantor reference & Guarantor Agreement fee	£75
On receipt of satisfactory references, you will be offered a Tenancy, you will then be required to pay additional monies on the signing of the Tenancy Agreement	
This final amount is to be paid in cleared funds such as Debit Card, Bank Transfer, or cash (subject to prior agreement) This must be paid prior to move in.	
We are unable to accept personal or company cheques for move in payments.	
First months rent	As per application
Tenancy Deposit Registered with The Dispute Service	One and a Half times the monthly Rental Value
Tenancy Administration Charge includes:- Tenancy Agreement Preparation Preparation of inventory Check in Fee Check out Fee * see additional fees	Fee varies based on the rental amount as detailed below Rent up to £400 pcm: £ 150 Rent £401 to £550 pcm £175 Rent £551 to £700 pcm £ 200 Rent over £701 pcm £ 250

All costs quoted are inclusive of VAT



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Additional Fees (these fees are event triggered)

Tenancy Renewal 6 Month extension memorandum	£75
Tenancy Renewal 12 Month extension memorandum	£100
Tenancy Renewal – Periodic (Month to Month)	Free
Returned Cheques or Failed Standing Orders <i>Please note that this charge is levied for each and every occasion.</i>	£30
Tenancy Agreement Amendment Fee Any changes to the existing Tenancy Agreement.	£180
* Final Inspection – work required This charge is levied in the event that the final inspection highlights ANY work required and Bradgate Property Management have to arrange contractors to carry out the work to bring the property back to the required standard.	£48
Emergency Call out/Lost Keys/Locked out of Property N.B Should locks require replacing and additional keys need cutting then the additional costs of the locksmith will also be charged	£50
Surrender of the tenancy by the tenant Subject to the Tenancy Agreement, should the Landlord agree to early vacation, you will be liable for the rent until the date of expiry or until such time as a new tenant(s) sign a tenancy agreement for the property, which ever is the sooner. You will be also liable for the Landlords re-letting costs 75% of one months rent plus vat.	75% of one months' rent plus vat.

All costs quoted are inclusive of VAT

Pre-Tenancy Agreement Form

Your full application form will be emailed to the address provided below



Rental Address:	
Prospective move in date:	Initial tenancy term: Months
Agreed Monthly Rent	X30 = £
No of children under 18 years old:	Total household income required to pass affordability: Names and ages of children:
Other Occupiers over 18yrs of age:	
Pets:	Do any occupants smoke:

Applicant 1: Applicant/Guarantor	
Name:	Mobile Telephone:
Current Address:	
Email address:	Employer & Job Title
Gross annual income: £	Adverse credit, CCJs etc:

Bank Name & Address
Bank Sort Code:
Bank Account Number:
Name on Bank account:

Insurance

It is a part of your tenancy agreement that you must take out tenant's liability insurance cover for a minimum of £2,500 cover for any accidental damage you may cause to the landlord's fixtures and fittings. Our partners can arrange a quote for you, but you can source this from any provider you wish. You will need to provide a copy of your policy prior to moving in to your new property. Additionally, it is recommended that you take out adequate contents insurance to protect your possessions as this is not covered by your Landlord.

I give permission for Let Alliance to contact me by phone to arrange a quote for Insurance Products

Signed: _____

Registration of Tenancy Information.

To help with the move-in process we have teamed up with Tenant Shop to streamline the registration process for your new property by notifying the local council, water supplier and your incumbent energy provider of your move. We will use software supplied by Tenant Shop to notify all the necessary organisations that you have arrived and provide your contact information, moving in date and meter readings where applicable. The reverse will happen when you move out.

Please complete the additional declarations overleaf

Broadband & TV

When moving in to your new property you may wish to arrange a Broadband connection & TV package. Our Partner Tenant Shop can offer you exclusive discounts through market leading providers SKY & Virgin Media, and regularly have offers of up to 50% off the standard pricing*

I give permission for Tenant Shop to contact me by phone to provide support and advice on arranging the best Tv & Broadband package for my needs

Signed: _____

Gas & Electricity

On moving in to your new property, you will be placed on a standard Gas & Electricity tariff. This tariff is the providers most expensive tariff, Tenant Shop will provide you with a choice of market comparison to find a tariff with a more suitable rate for your property.

I give permission for Tenant Shop to contact me by phone to arrange a more suitable energy tariff

Signed: _____

Tenant Shop

As well as phone Tenant Shop may contact me by: Email SMS

Signed: _____

Form Completion Date: _____ Tenant Name: _____

Data/Privacy Notice

Bradgate Property Management Limited T/a Bradgate Lettings take the issue of privacy very seriously and we are committed to protecting and respecting your privacy. Our privacy policy sets out our current data processing practices and should be read in conjunction with our terms and conditions and can be found at <http://www.bradgatelettings.co.uk/privacy-policy/>

DECLARATION

I hereby certify that the information provided is true and accurate and give permission for this information to be verified by third parties and disclosed as detailed above for the purpose of:

- Performing a credit search by a third-party agency
- Contacting my current, previous employers and referees to confirm the details provided
- Fraud prevention, credit assessment and insurance decisions

I understand that the results of these searches will be provided to the Letting Agent and accessed again in the event of a default in my rental payments. I understand that I can request the details of any credit reference agencies used so that I can verify with them the information provided. I understand that if I default on my tenancy obligations, this information may be released to authorised debt recovery agencies and could affect any future applications I make for tenancies, credit and insurance. I understand that providing false information may lead to early termination of any subsequent tenancy agreement. I am happy for Let Alliance to contact me in respect to this application if required. I have read and agree to be bound by the above terms. Bradgate Lettings work in partnership with Let Alliance who will provide you with a no obligation quote for tenant liability insurance upon completion of your reference application. Alternatively, you can provide Bradgate Lettings with a copy of your current policy details prior to your move in.

Signed Applicant : _____ Date: _____

