

Lettings Process – 12 Steps to finding your perfect home.

- 1) Seen a property you like then Call or email to request a viewing
- 2) Speak with a member of staff to register your details and requirements
- 3) You will be matched with any suitable properties and a member of staff will arrange a viewing for you. If there are no suitable properties available at that time then you will be notified as soon as there are.
- 4) Viewing
- 5) We work on a first come first served basis so if you wish to secure a property you would be required to pay the relevant application fee. The property will then be put on hold.
- 6) You will be given an application form to Complete and return. If this is not received within 48hours the property will go back onto the open market.
- 7) You will receive an email to complete online with the details for your references
- 8) Once we receive the references we will let you know and the tenancy agreement will be drawn up for you to sign.
- 9) You will be required to pay the first month's rent in advance along with a deposit prior to the start date of the tenancy.
- 10) A staff member will be in touch to arrange a check in time and meet you at the property on your move in day
- 11) You will be shown how things work in your new property and provided with all the relevant information you will need whilst you're there.
- 12) Enjoy your new home

Our charges to tenants

As well as paying the rent, you may also be required to make the following permitted payments.

Before the tenancy starts (payable to Houseclickers Ltd 'the Agent')

One month's rent in advance

Deposit: 5 weeks rent

During the tenancy (payable to the Agent)

Payment of £60 if you want to change the tenancy agreement

Payment of interest for the late payment of rent at a rate of 3 %

Payment for the reasonably incurred costs for the loss of keys/security devices

Payment of any unpaid rent or other reasonable costs associated with your early termination of the tenancy

During the tenancy (payable to the provider) if permitted and applicable

Utilities – gas, electricity, water, telephone and broadband, Installation of cable/satellite, Subscription to cable/satellite supplier, Television licence, Council Tax

Houseclickers Ltd is a member of Property Mark which is a client money protection scheme, and also a member of The Property Ombudsman which is a redress scheme. You can find out more details on the agent's website or by contacting the agent directly.