

STEPS FOR TENANTS



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Step 1 Search On

Renting a residential property can be a complex process, but with the right knowledge and guidance, you can navigate it successfully. Here is a step-by-step guide to help you understand the important things to consider before you begin, and the key steps involved in renting a residential property:

- **Consider Your Budget:** Determine how much you can afford to pay in rent each month. Take into account your other expenses to ensure you don't overstretch yourself financially.
- **Determine Your Preferred Location:** Think about your personal requirements for location, such as proximity to work, shops, schools, or transportation. Identify what you're willing to compromise on and what is non-negotiable.
- **Decide on Rental Duration:** Most tenancies last for six or twelve months, but you can discuss with the landlord the possibility of extending the contract if needed.
- **Check Your Right to Rent:** Landlords are legally required to check that you have the right to rent in the UK. Prepare the necessary documents to prove your eligibility.
- **Provide Proof of Affordability:** Landlords want to ensure that you can pay the rent each month. If you don't have proof of income, you may need a guarantor, usually a parent or guardian, to guarantee the rent on your behalf.
- **Start Your Property Search:** Contact us to help you find suitable properties. Provide them with your contact details and requirements to be notified when new properties become available.





Step 2 Decision-Making & Paper Work

- **Arrange Viewings:** Once you find a property of interest, arrange a viewing. During the viewing, ask questions about suitability, smoking policy, deposit scheme, bills responsibility, fixtures and fittings, contact for issues, property ownership, safety measures, and furnishing status.
- **Understand Rental Payments and Deposits:** Understand how rent payments are made, usually a month in advance, and the amount of the deposit, typically equal to five or six weeks' rent. Make sure the deposit is placed in a government-approved deposit scheme.
- **Request an Inventory:** Before moving in, request an inventory that details the condition of the property and any items included. This will help resolve potential disputes later on.
- **Pay Holding Deposit:** Once your offer is accepted, you may be asked to pay a holding deposit to reserve the property. This is usually equivalent to one week's rent.
- **Finalise Move-in Details and Referencing:** Establish the move-in date and how rent payments will be made. Provide your personal and employment details, previous addresses, and contact information for your guarantor (if applicable). Complete the Right to Rent checks with the required documentation.
- **Review and Sign the Tenancy Agreement:** Carefully review the tenancy agreement and ask questions if needed. The document can be amended before signing.

Step 3 Move In

- **Receive Important Documentation:** You will receive documents from the landlord, including proof of deposit placement, gas safety certificate, Energy Performance Certificate (EPC), and details of recent electrical inspections.
- **Move-in and Understand Responsibilities:** Once all contracts and payments are cleared, you will receive the keys to your new home. Keep the keys safe and return them at the end of the tenancy. As a tenant, you are responsible for paying rent on time, maintaining the property, reporting issues, being considerate to neighbours, and insuring your belongings. The Landlord is responsible for ensuring that the house is safe and fit for purpose. They should address any problems promptly and give you 24 hours' notice before visiting the property. The building should also be fully insured by the landlord.

- **End of Tenancy**

: If you decide to stay in the property, you can negotiate a new contract or move to a rolling periodic tenancy. If you wish to leave, give the required notice, ensure rental payments are up-to-date, and return the keys. Your deposit will be returned after the property is inspected.

Throughout the tenancy, our letting team will provide support and assistance, so don't hesitate to reach out to them if you encounter any issues or have any questions.





RESIDENT PORTAL

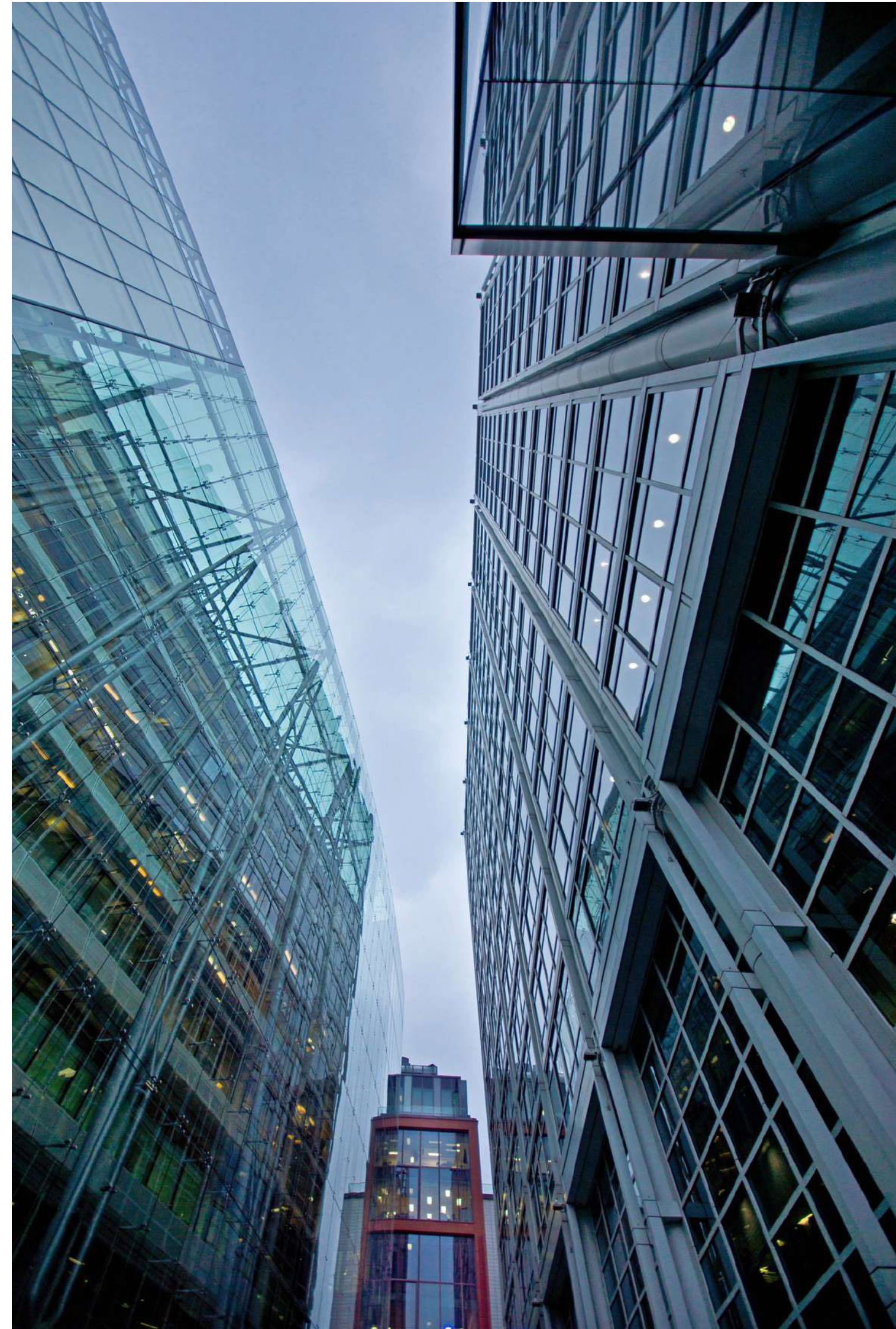
Through the portal, we can issue demands and provide updates on ongoing work, ensuring residents are kept informed and engaged. It portal facilitates convenient and secure online payment processing, allowing residents to easily make payments for rent and other services.

- 24-Hour Access
- Centralized Hub
- Seamless Service
- Marketing Solutions
- Convenient Tenant Features
- View and Pay Rent
- Maintenance Requests
- Community Updates
- Document Access

With its flexible features, the Resident Portal enhances communication, streamlines processes, and provides a centralised platform for residents to access essential information and services.

Our Partners

To ensure that you and your property are protected when letting it out, we work with some of the top companies across the UK so you can trust in every service we provide. Protecting deposits, we only work with the best.





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