

HOW TO RENT GUIDE

When you start looking for somewhere to rent the first questions you will be asked are –

Which areas do you prefer? – have one or two in mind so that you can get a good idea of what is available and how much they will cost.

How much do you want to pay? – be realistic, find out the going rates for the sort of home you want.

What sort of property? - flat, house conversion etc. Have a think about your own preferences Check that what you want is available where you are looking.

How many bedrooms? - make sure these are suitable, a lot of new flats have a small main bed and a single second bed which is not suitable for sharers.

Do you need parking? – what sort, un/allocated, garage, secure? Be aware that these will put up the price.

Furnished or unfurnished? - most unfurnished will come with fridge, cooker, and possibly a washing machine too. Furnished may then be a bed and sofa or everything including cutlery pans and plates. Don't expect landlords to remove furniture.

You need to make sure that as well as the rent you will be able to afford the bills for gas, electric, water rates and council tax. You will usually be able to get a rough guide on how much these will be for each property.

If you are sharing make sure you are clear about paying the rent and bills each month. If the person you are sharing with doesn't pay their share you will become liable for it.

Appointments & viewings – once you see a property you like make an appointment to view it. If tenants are still at the property this may take a couple of days. At Vizard Russell we always show you to round so we can answer any questions you have at the time or find out from the landlords.

Making your decision – Once you have seen something you like let us know that you want to take it as quickly as you can so that someone else doesn't get there first.

What is needed to move in - At Vizard Russell a property is let subject to referencing when we have your holding fee, signed terms & conditions and referencing forms. This means the property is taken off the market.

Referencing – This usually takes about a week with the referencing agency making checks with your employer to confirm earnings, with previous landlord

or agent to confirm you paid the rent and looked after the property, and checks you have no ccj's or are bankrupt.

If you are self employed your accountant can confirm income. If you need a guarantor they will be fully referenced.

Signing up – when referencing is complete you can come to the office to sign the tenancy agreement. You will need to pay one months rent in advance, and a deposit of at least one months rent. Payment must be in cleared funds, usually cash, not cheques. You will usually receive an inventory at the same time.

Moving in - Vizard Russell contact the utilities on managed properties but not where this is done by the landlord. It is a good idea to make sure that has been done yourself and take meter readings just in case. Don't forget to set up mail forwarding from your old address. Check the place out for anything that does not agree with e inventory and let us know if there are any variances straight away.

Rent – this is due each month, ideally paid by standing order which you can set up with your bank. Payments should be a few days before due date to allow money to clear. We can accept cash payments in the office, although cheques need to be paid 2 weeks in advance to allow for them to clear.

Problems – if any appliances don't work give us a call and we will arrange for a tradesman to visit at the earliest opportunity. Please be realistic, it may take a day or two to get a gas man out and another day or two for the parts to arrive. You can either wait in for the tradesman or they can be given a key for access with your agreement.

Moving out – you need to give at least a months notice from a rent due date in writing . You can't use your deposit as the last months rent. Check your inventory to make sure everything is as you found it. Make sure the obvious things like cooker, carpets and bathroom are cleaned. If these are not done commercial cleaners will be asked to do this for you and the costs passed on.

Make a note of your meter readings and arrange for your mail to be forwarded. Let us have your new address so we can send you your deposit.