#### Bristol City Lets - (STUDENTS) - ON LINE REGISTRATION & RESERVATION FORM

PLEASE COMPLETE THIS FORM ASAP & SEND TO: [info@bristolcitylets.co.uk](mailto:info@bristolcitylets.co.uk)

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| Date: | Number of Occupiers: | Rent (Per Student Per Month): £  Deposit (Per Student): £ |
| Print name & sign: | / | |
| Mobile number: | Date of Birth: / / | |
| University email address: | Next Academic Year: | |
| Student ID number, university & university course: | Student ID: University:  University Course: | |
| Address of property  you wish to reserve: | Tenancy Start Date: / /  Length Of Lease: | |
| Present student address: |  | |
| Your parents name, address,  email & phone number: | Parent Tel No:  Parent Email: | |
| Bank details for your deposit to be returned to end of tenancy: | Bank Account Number:  Bank Sort Code: | |

###### TERMS & CONDITIONS

* Request to reserve a property can be made once the WHOLE GROUP has viewed the property.
* If you wish to proceed you & all other applicants must complete this form and an APPLICATION FORM and PAY a HOLDING DEPOSIT which will reserve the property for 7 days whilst checks and preparation for a tenancy agreement are undertake. The Holding Deposit is normally equal to one weeks rent. From the date the general info email was sent to you, all applicants of the group have 7 days for the deadline of agreement to action/return all items requested in the general info email. If this is not actioned/returned by all tenants applying to let the property within the 7 day deadline we reserve the right to re-market the property & pending circumstances retain all of the holding deposit. The holding deposit is non-refundable if you or any other applicant from your group pulls out of letting the property within the 7 days or fails a right to rent check & does not have permission to stay in the UK. The holding deposit will change to a formal deposit once all the items that were requested in the general info email have been provided to us by all applicants for the property. Your holding deposit will then be registered with the remainder of your deposit in a government approved deposit protection scheme as documented in your signed tenancy agreement (You will be advised whom the holding deposit payment is payable to whether ourselves or the landlord)
* PARENTAL GUARANTOR FORM - Must be signed by your parents/guardians and returned ASAP & within 7 days. This document can be found on our website. ([www.bristolcitylets.co.uk](http://www.bristolcitylets.co.uk) under “Tenant Info”) Forward this IMMEDIATELY to your parents/guardians for signing & print off from our website. This is to be returned via post, by hand or email within 7 days & must have a copy of parents/guardians recent utility bill attached to it.
* RENT IS NORMALLY DUE VIA QUARTERLY BACS PAYMENTS – Rent does not normally include any utility bills unless advised otherwise. (You will be advised whom to make payments to whether ourselves or the landlord)
* A TENANCY AGREEMENT WILL NEED TO BE SIGNED BY WHOLE OF THE GROUP APPLYING TO RENT THE PROPERTY – Draft copy of the Tenancy Agreement can be viewed on our website. ([www.bristolcitylets.co.uk](http://www.bristolcitylets.co.uk) under “Tenant Info”) & request you read this ASAP & within 24 hours of receiving the general info email.
* Once tenancy agreement is signed by everyone, should an individual tenant wish to withdraw from the tenancy agreement at any time they must find a replacement. Until they do so, they are still liable for their share of the rent until the end of the tenancy agreement. Agent/Landlord has to approve any proposed new tenant and has the right to accept or decline if not deemed suitable. Due to the amount of work involved (ie Liaising with new tenant, Liaising with existing tenants, New tenant checks, Guarantor checks, Right to rent checks, Deposit registration, Preparation & execution of new tenancy agreement, Serving & providing all other new legal documents required) administration costs of £395 will be charged & deducted from your deposit.
* Applicants must verify the contents & all of the facilities of any accommodation offered to them. Care is taken to give a fair description of the properties however we cannot be held responsible for any inaccuracy.
* **PLEASE NOTE - ALL PROPERTIES ARE TAKEN AS SEEN – ANY CHANGES OR IMPROVEMENTS ARE MADE AT THE AGENTS/LANDLORD’S DISCRETION**. (If you have any concerns you must raise these at the start & before requesting to reserve the property)
* By signing this form you agree you have read, understand & agree to all of the above Terms & Conditions.

**Bristol City Lets** - 17 Lower Redland Rd, Redland, Bristol, BS6 6TB - Tel: 0117 9083738

E mail: [info@bristolcitylets.co.uk](mailto:info@bristolcitylets.co.uk) - Website: www.bristolcitylets.co.uk begin\_of\_the\_skype\_highlighting  begin\_of\_the\_skype\_highlighting