



Tenant Reservation Guide

To reserve a property, please visit www.allenheritage.co.uk/make-an-offer and complete the online form after reading the information below.

You and any other prospective tenants, over the age of 18 (or will become 18 during the term of the tenancy) should complete this online offer form. Please note that your combined gross annual salaries (excluding overtime and bonuses) should equal at least 30 times the monthly rent. Please note all 'Zero-hour' contracts will require a Guarantor. Self-employed tenants must be trading for at least 9 months and provide a tax return or proof of earnings from their accountant. Any CCJ's (County Court Judgement) or adverse credit history must be declared. All tenants must either have a current UK passport or evidence that they are legally allowed to reside in the UK.

If your offer is successful, we will provide an example tenancy agreement and then ask for a holding deposit to reassure the Landlord of your commitment. Please note that you may forfeit your holding deposit if you withdraw, provide false information, are unable to verify information or fail to sign the tenancy agreement within 15 days of your offer being accepted (unless an extension has been agreed in writing by both parties). Upon commencement of your tenancy the holding deposit will be used as part payment towards your first month's rent.

Payments normally required

Holding deposit	One week's rent
Deposit	One month's rent
Rent payable	One month's rent in advance*

Other fees possible during tenancy

Changes to AST	£50.00 (£60.00 inc VAT)
Additional key	£50.00 (£60.00 inc VAT)
Late rent	Interest charged at base plus 3%

*Landlords may require the rent to become due on a specific date. In this instance the rent in advance will be adjusted to accommodate. However, if that were the case we would not normally ask for more than 6 weeks in advance