



ThomsonHaytonWinkley



Your guide to renting

[www.thwestateagents.co.uk](http://www.thwestateagents.co.uk)

# The process



## Plan your move

Right at the start, it's a good idea to make a list of the features you are looking for. Do you want a furnished or unfurnished home? How many bedrooms do you need?

What transport links do you need to get to work? Is access to outside space a priority? And, most importantly of all, how much are you prepared to pay?

Now you know what you are looking for register with us and we will keep you updated on new listings.

## Look around

Once you identify a property you like the next step is to arrange a viewing, we will show you around, make sure you ask lots of questions - better to make everything clear sooner than later.

## Applying

If you like the property following the viewing - make an offer. Your offer should include, the rent you are prepared to pay, when you would ideally like to move in, how long you expect to stay and contact details for all the people who will be living there. When an offer has been accepted, you will then be set up on our online referencing and Right to Rent Checks will need to be carried out where applicable.

## We make paperwork easy

When your references have been checked and passed, the move in date is set and the tenancy agreement is drawn up for digital signature by all parties. Before the tenancy start date the first month's rent and deposit will need to be paid. We hold the deposit on behalf of the landlord, protected by My Deposits, so you can be assured that it will be returned as long as the rent is paid and there is no damage to the property.

## Move in day

We will check the smoke and carbon monoxide alarms for you on the start date, passing the responsibility to you to check once a month thereafter. We will then hand over the keys and supply you with a link to the property inventory and schedule of condition, you have seven days to check this and let us know if there are any discrepancies. We will notify the utility companies that you are now responsible for the bills but ultimately it will be your responsibility to create your own accounts. Although insuring the property itself is the landlord's responsibility, it is a good idea to insure your own possessions. We will forward you a copy of all paperwork including tenancy agreement and safety certificates. Don't forget to set up a standing order for your rent moving forward and let everyone know your change of address.

## Congratulations

So you now have rented your own place. Time to relax and enjoy!

# Top 10 tips



1. Work out what you can afford, our referencing requires your annual income to be 30 times the monthly rent.
2. Make sure you have the right to rent in England, further information can be found on GOV.UK
3. Ensure your agent is a member of a redress scheme and check they have client money protection.
4. Reputable agents are accredited with a professional body such as ARLA Propertymark.
5. Check the inventory carefully and let the agent know as soon as possible if there are any discrepancies.
6. Ask the agent who you are to contact in relation to property repairs and emergencies.
7. Keep all your paperwork safe including tenancy agreement, deposit protection and safety certificates.
8. Test smoke and carbon monoxide alarms once a month, they could save your life.
9. Read the Governments How to Rent Guide carefully and ask the agent if you have any questions.
10. At the end of your tenancy you can chose, subject to landlord's agreement, to renew on another fixed term, continue on to a periodic, rolling month by month contract or serve one months notice to vacate the property.





ThomsonHaytonWinkley



Thomson Hayton Winkley  
Tel 01539 815707  
[lettings@thwestateagents.co.uk](mailto:lettings@thwestateagents.co.uk)  
[www.thwestateagents.co.uk](http://www.thwestateagents.co.uk)