



## **STUDENT & GUARANTOR APPLICATION**

Please complete the application form and return it to us within 3 working days along with one item of identification e.g. driving licence, passport or other photo identity and a recent official letter addressed to you at your current address. **This is required for both you and your guarantor.** Scanned documents will suffice.

A guarantor is required, and a Guarantor's Application Form must be completed by a person willing to guarantee your rental payments. A full identity and financial check will be carried out on this person. A guarantor must be a UK resident and have been employed in the UK for more than 3 years. **All the information is kept confidential and not released to anyone other than our referencing agent.** If your guarantor does not want to give their financial information, then we cannot proceed with your application unless you wish to pay your share of the rental in advance.

**FAILURE TO RETURN THIS APPLICATION WITHIN THE ALLOCATED TIME WILL RESULT IN THE PROPERTY BEING PUT BACK ON THE MARKET.**

Once your application is accepted, we require **50% of the deposit** to reserve the property for you (the holding deposit becomes part of the full security deposit. This should be paid by bank transfer, our bank details are 83-20-02 and 00160563, unfortunately **we do not** accept credit card payments. Please be aware that by paying the holding deposit you are committing to the property and references will be undertaken immediately, if you are applying for more than this property you must make our office aware of this.

**Your details will be passed to our referencing company Homelet and they will email you with a link. It is extremely important that you follow the link and instructions set out by them. If there is a delay with any references, they request it may result in delayed entry date (if you pass referencing) or withdrawing your application.**

**When you are told that you have passed the reference process, we will send you the lease, please check this before signing,** we will then send one that you can sign electronically. If more than one person is to sign it, it will automatically be sent to the next person, once it is signed by you.

**PLEASE NOTE NONE OF OUR PROPERTIES HAVE KITCHEN EQUIPMENT, CROCKERY, CUTLERY, POTS ETC, YOU WILL NEED TO PROVIDE ALL OF THIS YOURSELF, ANY QUESTIONS PLEASE CONTACT OUR OFFICE 0131 220 5241**

On the move in date, **at least one tenant** must come to our office at 40 Howe Street to collect keys, you can nominate someone to do this for you, but we must have a name and they must bring photographic ID. **Keys will not be released under any circumstances until the remainder of the deposit and first months' rent is paid in full.**

By signing this lease, you are undertaking legally binding obligations.