PROPERTY APPLICATION GUIDE

Before starting you'll need:

- Names, numbers and email addresses for everybody you'll be living with.
- The lead tenant to have £80 per person holding fee when starting the application

1. **Head over to www.uni-2.co.uk/application/**

2. **Start typing in the address of the property you want to take.**

3. **Fill in your own information followed by that of your house mates - name, number and email address for each**

4. **Pay the £80 per person holding fee to reserve your property!***.

5. **Each tenant will receive an application form. You will each need your passport, student ID, guarantor details, guarantor ID and guarantor proof of address**

6. **The contract and guarantor form will then be sent for signature**

7. **You must all make an appointment to all come into Uni2 offices with your passports to complete right to rent checks**

*The holding fee of £80 per person is towards your £350 security deposit. if you do not return your tenancy documents, sign the tenancy, make an appointment to come into our offices and pay the remaining £270 per person within the alloted time frame of 15 days from the first holding fee payment being made, your property will be pout back on the market and forfeit all of your holding fees.

Let us know right away if you have any questions!

Call our team for a chat on **0115 870 8069**

or drop us an email at **rent@uni-2.co.uk**

Uni2 RENT