

Requirements Before the Start of Your Tenancy

7 Vaughan Street, Leicester

1. **Your details:** Email us your full name, email address and phone number.
2. **Right to Rent:** We must check every adult has the right to rent in the UK. British or Irish citizens: show us your original passport (current or expired) in person or on a video call. Everyone else: send us a share code from <https://www.gov.uk/prove-right-to-rent> and your date of birth.
3. **Holding deposit (£50):** Please first tell us honestly about your income and any CCJs, IVAs, bankruptcy or rent arrears. We'll then send our bank details for the £50 holding deposit, and won't offer the room to anyone else while we hold it.
 - **You go ahead:** it's taken off your first month's rent.
 - **You fail referencing, or we don't go ahead:** full refund within 7 days.
 - **We may keep it if:** you pull out, fail the Right to Rent check, or gave false or misleading information (for example, an undeclared CCJ or wrong income).
4. **Referencing:** OpenRent checks your credit, identity, court records (CCJs, IVAs, bankruptcy), Right to Rent, affordability, and previous landlord and employer references. A guarantor may be needed on a lower income. This usually takes 3–5 working days.
5. **Before you sign:** Once you're approved, we'll email you the Assured Periodic Tenancy Agreement, the written statement of your tenancy terms and the government's How to Rent guide to read.
6. **Signing and moving in:** You can usually sign and move in the same day you're approved, or later if you prefer. Straight after signing, pay your deposit and the rest of your first month's rent by bank transfer, and we'll give you your keys.
7. **Your deposit:** It will be protected with the Deposit Protection Service within 30 days, and we'll send you the details.

Please send everything to enquiry@rentaroom-leicester.co.uk. Your information is kept confidential and is only used for your application. Thank you.