

The inside scoop on renting for students – this guide provides some useful info on moving in & out, living in your house & utilities.

Moving In

Exciting Times

You will have been e-mailed a detailed moving in guide – if you have not received this or if you are a parent/guardian who would like a copy please do not hesitate to contact us. Please read this guide carefully as it explains all the information and payments you as a house need to provide before anyone can move in.

Please be aware that checking in and out of a managed and non managed house varies. If you have forgotten what type of home you're moving into no worries just give us a call.

Don't forget to get your lead tenant to book a key release time slot at least a week prior to when you wish to move in.

When you are moving into one of our Managed houses you will be given a Starter pack. In the pack there will be an Inventory form, which we strongly recommend you complete and return to us. This is to protect you at the end of the year when you want your bond back. This will ask you to go through each room listing anything broken or dirty. We will go through this with you when you check in.

There will also be a "OH HECK – HELP" sheet which goes through the potential problems that occur in a house. This provides a speedy way of sorting out an emergency. Please see the main menu for a digital copy.

Also in your starter pack will be some useful telephone numbers, lock smith, fire alarm engineer, etc.

Although we are only a phone call away 24/7 seven days a week.

By moving into your house/flat you are now responsible for a very expensive asset and as much as we will look after you we need you to look after the property.

Tenancy Tips

We are here for help and advice throughout the year. Living by yourself is a learning curve, we have had a lot of experience though, so lean on us – we can work together.

QUICK TIPS:

DAMP/MOLD - "I have damp in my room" – this is usually condensation and this is caused by lack of ventilation in a room which is a TENANT caused problem.

BINS - Rubbish is another area which can get out of hand. The rubbish has got to be put out on the correct days – in the starter pack you will have a recycling card from the council giving you days. It is probably a good idea for either a rota to be set up who puts out the rubbish, as by leaving the bags it will encourage vermin to move in – something you do not want!!! Why should they live rent free in your house!!!!

PARTIES - Party Time in your house!!! – OF course that is what student living is about and yes we do expect you to have parties. Remember you are responsible for who gets into the house on party

night. If any damage is caused then you and your house mates will be charged. So be responsible about who you invite.

SMOKING - All our houses are NON SMOKING and NO DRUGS. Again if someone is smoking in the house they can be charged £50.00 every time we find evidence of smoking. Also again the landlord can charge you for redecorating the house and cleaning of soft furnishings. So if someone is smoking in your house let us know in confidence so we can explain their responsibilities.

DRAINS - It is also your responsibility to keep the drains from becoming blocked and unblocking if they do. Call us for advice if you need it.

LIGHT BULBS - Light bulbs are your responsibility to replace – if you need ladders then call us and we will fit them for you.

LITTLE BITS - Washing machine filters and Hoover bags all need cleaning/emptying, if you need help just call and we will talk or show you how to do it.

The information above is to protect you and to guide you through renting in a student house.

Moving Out

It comes around so..... Quickly. And the most important thing is for all of us to end our renting contract on a good note.

So when moving out it is VERY VERY important the following things are done. This will ensure the speedy return of your deposit.

- The house must be left clean and clear of ALL rubbish. We charge £5.00 for every bag of rubbish left.
- The house has to be cleaned inside and out from top to bottom.
- The kitchen and bathrooms need to be deep cleaned including shower, grouting and seals.
- The fridge and freezer have to be completely defrosted – this takes about 2/3 days so don't try to defrost on the day you leave.
- The oven and hob and extractor fan have to be cleaned thoroughly.
- All the communal areas are to be vacuumed, and in the bedrooms under the beds, behind the wardrobe, everywhere in your room. All furniture has to be wiped down.
- All light bulbs have to be replaced if they have blown.

It is not enough to just do your bedroom and a token gesture of vacuuming the lounge as you are checking out first. You will need to arrange to come back on the last days of the tenancy to ensure the WHOLE HOUSE is clean.

It is not fair for one person and usually their parents to clean the whole house because they are last to leave.

HOT TIP – Why not get a cleaner to help for part of it or all of it! When you share the cost between you it's not expensive! Contact your local branch for a list of approved trades and a guide on prices.

HOT TIP – Want to know what we will be looking for on the check out inspections? Book a house meeting and we'll pop round and walk you through it.

You must be vacated by the 30th June at 12pm.

Utilities

When you move into your property you will need to take meter readings, gas/electric and in some houses water.

Make sure these details are kept safe. You will also need to notify the utility companies of your details.

IT IS VERY IMPORTANT EVERY TENANTS NAME GOES ONTO EACH BILL. THIS WILL PROTECT YOU IF ONE PERSON DOESN'T PAY THEIR BILLS.

The bills should start arriving around early December, if you don't get any bills DONT ignore it. The bills will still turn up at the end and they will be very high.

IF you don't understand the bills always pop into our office and we can talk you through them.

It is a good idea to have a joint bank account and everyone puts in an agreed amount every month, that way when the bills arrive you already have a "kitty" to pay them with.

When you are moving out you will need read the meters again and notify the utility company and pay the final bills. We will need to see a copy of the paid bills or a letter to say the account has been closed from the supplier so we can release the deposits.