



VARSITY CANTERBURY

RESERVING YOUR NEW STUDENT ACCOMMODATION

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VARSITY
CANTERBURY



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WEBSITE
FOR
MORE
INFORMATION**

WWW.VARSITYCANTERBURY.COM

SO, YOU'VE FOUND YOUR PERFECT HOUSE! HERE'S WHAT YOU NEED TO KNOW

Reserving your property for the next academic year is a **big deal**. It means that you've finally found a property you like and want to commit to, but it also means that you're about to enter into a legally binding housing contract.

Once you pay your reservation payment, you're applying to enter into a Tenancy Agreement. It means that in law, you and your Guarantor are legally responsible to - amongst other things - pay rent for a property, usually for a whole year. It's crucial that you understand what a Tenancy Agreement is and that you understand what you're signing up for.

An example Tenancy Agreement and Agreement of Guarantee are available to view on our website (www.varsitycanterbury.com). As noted above, it is extremely important that you understand what you are applying for, before completing your application. Please ensure that you and your Guarantor have read the example documents and the details within this document **before** applying for this property and **before** making any payments. Please note that the reservation payment is non-refundable (more on that later), so it's absolutely crucial that you're in-the-know before you make any payments. If you need any assistance with the application or understanding the Tenancy Agreement and Deed of Guarantee, please let us know.

Before you make your holding payment, you also need to be fully aware of what the money is for and what happens in certain circumstances;

RESERVATION PAYMENT



The money you pay to reserve the property (your reservation payment) **IS NOT** an administration fee and **IS NOT** your security deposit. The payment will be either £125 per person or equivalent to one weeks' rent (whichever is less) and will be put towards your first months' rent.

Upon receiving all reservation payments from your group, we reserve the property as yours (subject to contract) and will remove it as one of our available properties. The property will remain reserved for your group so long as you stick to the deadlines that are set. As the property is only reserved once we receive all payments from your group, you need to be certain that everyone agrees, before anyone making payment.

NEXT STEPS

1. Once we have received all your reservation payments and you have all submitted your details to us, we will send out a breakdown of the proposed tenancy agreed called a '**Property Reservation Summary**' along with your application forms to fill out online. You will complete and submit your application forms, along with the relevant ID for both yourself and your guarantor, within **7 days** of receiving them online.

2. Once all the application forms are submitted, we will carry out the relevant referencing checks and keep you updated of the progress. When these are complete, we will send you out (via email) your **Tenancy Agreement** and **Agreement of Guarantee**. It's extremely important that you read through and understand these documents. You'll then have a further 7 days to read through and sign online.

3. Once all the documentation is returned to us, you'll just need to ensure that you're up to date your first payments (what we call your '**initial monies**') and are generally sticking to the deadlines set



CHANGING YOUR MIND & REFUND OF PAYMENTS

If one (or more) member(s) of your group decides that they no longer want to go ahead with their application, we will allow the group adequate time to find a suitable replacement for that person. If you are unable to find a replacement within the given time frame (usually around three weeks, but will depend on times of the year), we reserve the right to re-market the property either as a whole or individually in order to find a replacement. Please note that the reservation payment will not be refunded if you decide that you no longer wish to proceed with the application or tenancy **after the Deadline of Agreement has passed** which is in accordance with the Tenant Fees Act (2019). If someone decides that they no longer want to go ahead with the tenancy after the Tenancy Agreement has been signed, they will be responsible to pay rent and generally fulfil all other aspects of the agreement until a replacement has been found.

If one (or more) members of your group fails to comply with the deadlines set, we also reserve the right to re-market the property to new students and in this circumstance, the reservation payment **will not** be refunded which is in accordance with the Tenant Fees Act (2019) so long as the Deadline of Agreement has passed.

Please note, that if a tenant pulls out of the tenancy application before the tenancy starts and said tenant has paid their security deposit (not to be confused with the reservation payment), only the deposit will be refunded. The deposit will be held on a custodial basis by the DPS (which means we sent your deposit to them). The DPS will not start a repayment process until 31 days after it was initially submitted to them. The deposit will be held on a 'joint and several basis'.

Your money will be refunded to you if for any reason the landlord withdraws his offer, or the property becomes unavailable.

WHAT IS THE DEADLINE OF AGREEMENT?

The Deadline of Agreement is the date which the Tenancy Agreement is due to be signed. This will be **15 days** after the reservation payments have been paid.

If an agreement is not reached before the deadline of agreement, or you decide to withdraw from the proposed tenancy before this date, your reservation payments will be refunded to you in full. If an agreement is not reached and this date has passed, your reservation payments will not be refunded.

In this event, we will email you to confirm that your reservation payments will be forfeited due to the fact that we have been unable to conclude your application (reach an agreement) in time.

THINK YOU'RE READY TO RESERVE YOUR NEW PROPERTY?

THEN MAKE SURE THAT;

- You've sent this document to all of your housemates and they understand it
- You understand that you're entering into a legally binding contract and have read the example Tenancy Agreement (available on our website)
- You understand what the deadline of agreement is and what happens if you decide to withdraw from the agreement or application
- You've shown your parents/Guarantors all relevant documentation (especially this document, the example tenancy agreement and the agreement of guarantee)
- You know exactly what the rent, deposit and reservations payments are
- All of your housemates are in a position to pay the reservation payments and you're certain that you're all ready to reserve the property
- You understand whether bills are/are not included with your chosen property
- If your property comes with an **Internet Voucher**, you understand what it is and what you have to do.



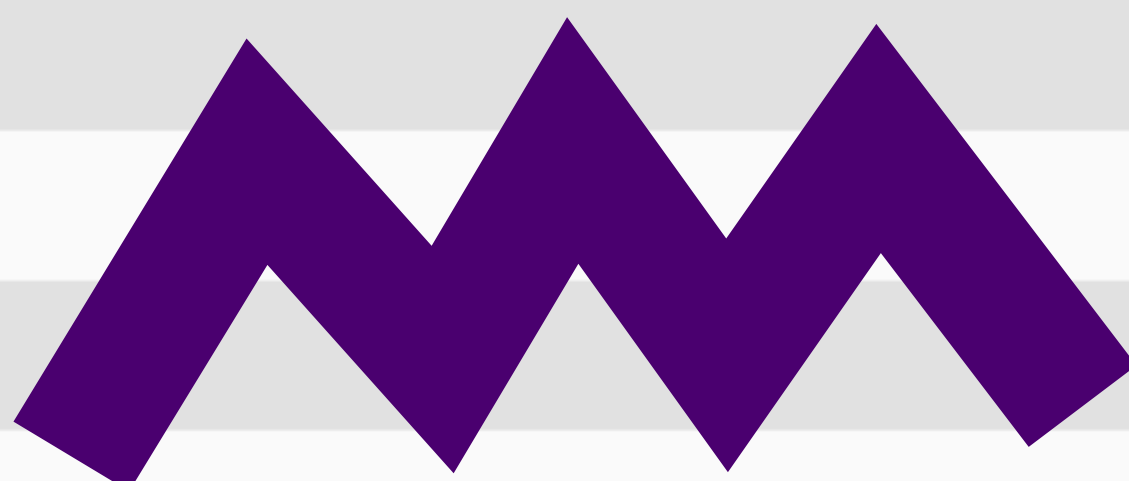
ONCE YOU'RE READY TO RESERVE YOUR PROPERTY

- 1 LET US KNOW VIA EMAIL THAT YOU'RE READY TO RESERVE THE PROPERTY .**
- 2 WE WILL SEND AN EMAIL CONFIRMING THE RELEVANT TENANCY DETAILS ALONG WITH A LINK TO MAKE PAYMENT & SUBMIT YOUR DETAILS.**
- 3 FOLLOW THE INSTRUCTIONS AND RESERVE YOUR PROPERTY.**

PLEASE NOTE: BY MAKING PAYMENT TO RESERVE THE PROPERTY, YOU ARE GIVING YOUR EXPRESS PERMISSION FOR THE RESERVATION PAYMENT TO BE PUT TOWARDS YOUR FIRST MONTHS' RENT.

AFTER YOU'VE MADE PAYMENT, PLEASE ENSURE THAT YOU ALL ALSO PROVIDE US YOUR DETAILS VIA THE SUBMISSION LINK SENT IN YOUR RESERVATION EMAIL. WE CAN THEN BEGIN YOUR APPLICATION!

We're here to help you every step of the way. We have an excellent reputation that we've achieved through years' of helping students and being completely transparent with our processes and prices. Please feel free to contact us with any questions you may have, no matter how big or small.



WHY VARSITY CANTERBURY IS YOUR BEST CHOICE FOR EVERYTHING STUDENT ACCOMMODATION:

- We're accredited with ARLA PropertyMark, the Government's only approved regulatory body
- We have Client Money Protection in place, so your money is always safe
- We're part of the Property Redress Scheme



CMP
Client Money Protect



PRS Property
Redress
Scheme

Property:

Rent:

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Deposit:

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