

Longdown Residential Lettings

The Estate Office, Longdown, Marchwood, Southampton SO40 4UH
Tel: 023 8029 2107 Email: admin@longdown.uk.com

Information for Prospective Tenants

1. Our questionnaire must be completed in full prior to a tenant being considered for a tenancy of any of our properties. Completion of this application does not guarantee that the applicant will be granted a tenancy.
2. References will be required, including employer, current landlord (if appropriate), bank and personal. The first check is with a credit reference agency and if this is unsatisfactory, the application will not proceed.
3. A Holding Deposit equivalent to one week's rent must accompany the Tenancy Application. This will be returned once the tenancy commences. If the applicant(s) does not enter into the Tenancy Agreement or fails to take any reasonable steps to enter into an Agreement, this Holding Deposit will be retained by Longdown Management Ltd.
4. A deposit equivalent to five weeks rent is payable at the commencement of the tenancy. Supporting ID is also required to consist of photographic driving licence/passport and a utility bill. This is refundable at the termination of the tenancy, less any charges, for damages, breach of contract, etc. Longdown Management Ltd is a member of the Tenancy Deposit Scheme and all deposits are paid into a separate Client Account.
5. Monthly rent is payable in advance and the initial payment of rent and deposit must be by a building society cheque, a banker's draft, BACS or cash – a personal cheque is not acceptable. A standing order should be set up for the subsequent payments of rent.
6. The tenant is responsible for payment of Council Tax, water rates, gas or oil, electricity and telephone. At the commencement and termination of the tenancy, we inform the relevant service providers, with the exception of British Telecom with whom the tenant must deal direct.
7. The servicing of boilers is the landlord's responsibility but the responsibility for and the cost of annual sweeping of chimneys and maintenance of burglar and smoke alarms is the tenant's responsibility.
8. Longdown Management Ltd arranges the emptying of cesspits (if present at the property) with the Company's appointed contractor at much lower rates than normal, varying between £70 and £160 per annum, depending on the size of the tank. The charge for this will be invoiced to the tenant.

9. Should any repairs which are the responsibility of the landlord be required to the property, tenants should contact our Building Department on 023 8086 8063.
10. A draft Tenancy Agreement is available from Longdown Management Ltd.