

## TENANCY APPLICATION

Please read over the Individual Referencing Form attached before completing.

- Two copies of the form are attached. Only one form should be completed where only one person is applying to rent for sole occupancy; if, however two people are applying to rent for joint occupancy, both forms **MUST** be completed in full.

In addition, please note:

- Completed application forms must be submitted together with a **£60** (£20 non-refundable) **cash only deposit**. This payment covers completion of administration.
- Please note that the full amount of £60 is non-refundable where the checking process has started. (Only the primary tenant is checked)
- Should an application proceed, applicants must be in the position to provide a deposit equivalent to one month's rent. This is to be paid to McMillan Estate Agents **in cash**. This deposit is protected in our nominated Tenancy Deposit Scheme\*
- In addition, a further payment of the first month's rent must be paid before tenancy commences. Rent paid by cheque will need to be cleared before the keys are released.
- Documentation will be required to support your application, however you should not submit any documentation unless requested to do so.

The McMillan Rental Team