

**Bills Included Student Homes Ltd**

**76-77 St Dunstons Street, Canterbury, Kent, CT2 8BN ~ 01227 464444**

**2026 - 2027 Academic Year Student Property Application Form**

***Please complete the form in CAPITALS***

<b>Name</b>	
<b>Home Address</b>	
<b>Term Time Address</b>	
<b>University attending</b>	
<b>Student ID number</b> <b>ID Expiry date</b>	
<b>University Course</b>	
<b>Mobile Telephone Number</b>	
<b>Email Address</b> ( <i>please make very clear as this is used for all correspondence</i> )	
<b>Passport Number, Place of Issue &amp; Expiry</b>	
<b><u>Name/ Address of UK Guarantor</u></b>  ( <i>Please Advise Guarantor on this and to respond with 7 days or application will be terminated</i> )	<b>Name:</b> <b>Address:</b>  <b>Occupation:</b>  <b>Relationship to yourself:</b> <b>Contact Number:-</b> <b>Email Address:-</b>
<b><u>Name/Address of current Landlord or Letting Agent</u></b>  <i>Please write "university" if in university accommodation</i>	<b>Name:</b> <b>Address:</b>  <b>Telephone Number:</b>

*I confirm I am a full time student applying for student accommodation for the academic year 1 July 2026 to 30 June 2027:*

**Signature of Applicant:**

**Dated:**

## Terms and Conditions of Applications for student accommodation

(a)

A holding fee of £100 is payable on reserving a property. This holds the property for 7 days. During these 7 days you will need to provide us with certain information so that we can consider the application that you have made and fulfil any legal obligations that we may have, such as the Government Right To Rent checks.

NOTE: Should the landlord withdraw the property from the market, your holding fee shall be refunded immediately.

Within 7 days of applying for a tenancy you agree to provide us with the following, (b) and (c):

(b)

For each student:

Proof of ID in the form of

- copy of passport AND copy of student ID card (.pdf scans are ok)
- proof of address such as bank statement or utility bill (.pdf scans are ok)

(c)

For each guarantor:

A guarantor must be a UK resident in full time employment (retired guarantors can be accepted) - someone that can pay your rent if you fail to do so. The guarantor may also be liable for any damages to the property, if your deposit is insufficient.

Each student applicant requires a guarantor (i.e. one guarantor for one student).

Completed guarantor paperwork must also be provided within 7 days of any application.

We will provide you with all of the documents you need to return, at the time of your application.

This includes for the guarantor:

- a completed application form,
- a completed deed of guarantee; and

Proof of ID in the form of

- copy of passport (.pdf scans are ok)
- proof of address such as bank statement or utility bill (.pdf scans are ok)

If you, or your group as a whole, fail to meet the terms of the application as set out above the holding fee shall be forfeit, and the property shall be made available to other applicants.

Within 14 days of applying for a tenancy you agree to provide us with the following, (d):

(d) Following satisfactory referencing, from all tenants and all guarantors party to the application, the following is agreed to be completed within 14 days from application date (i.e. days 8-14):

(1) A tenancy agreement will be prepared. This should be signed within 14 days of application, or the property will be made available to other applicants. Once signed this is a legally binding document.

(2) The £200 deposit & an advance rental payment of £200 per person must be paid within 14 days of application.

The £100 holding fee, unless agreed differently, will be converted to a part payment towards the deposit.

As an example,

Holding fee paid day 1 = £100

Deposit paid by day 14 = £200 minus £100 = £100

Advance rental payment paid by day 14 = £200

Total credit against first rental payment = £200

The balance of the first rental payment is due one month before the start of the tenancy.

Total deposit to be refunded at the end of the tenancy = £200

If you, or your group as a whole, fail to meet the terms of the application as set out above the holding fee shall be forfeit, and the property shall be made available to other applicants.

(e)

You are legally bound to pay rent for the entire duration of the contract, even if you vacate for a period or leave before the end of the Tenancy Agreement. Returning your keys does not mean the Tenancy Agreement has ended.

If you wish to leave your accommodation you will only be released from your Tenancy if you find a suitable replacement student to take your place. You'll have to pay for your accommodation until a replacement student moves into your vacated room. If you're considering this option we strongly recommend that you contact us to discuss this matter in more detail prior to signing any other agreement with another landlord.

(f)

The contract that will be formed between the Landlord and the Tenant will be governed by English law which international students may find quite different to the law which applies in their own country. Take advice before making a commitment if you feel you need it.

(g)

Payment Dates are set out in the Tenancy Agreement.

All rents are monthly in advance.

The tenant agrees to make all payments in advance on or before the Payment Dates

The first payment is to be made one calendar month prior to the start of the tenancy.

For example, the first rental payment must be received on or by June 1st for a tenancy starting July 1st.

Any late payments must be agreed in writing on each occasion, and charges may be applied.

If any non authorised late payment remains overdue after 7 days we will contact your guarantor for an immediate payment.

Interest is added to any late payments. Any court fees are also added if necessary.

(h)

Lost keys are chargeable.

In some cases a replacement lock may be required.

(i)

If you have lost your keys and require letting into the property you may need the services of a locksmith.

Outside of normal working hours we would suggest you contact a housemate and ask them to let you into the property, and contact us the following morning.

If you wish to use a locksmith service, you will be responsible for the charges paid directly to the locksmith.

(j)

Where utilities are included in your rent, a fair use policy applies, as stated on each tenancy agreement.

Our bills packages cater for regular domestic usage for full time students.

Business or trade usage is not included. If you run a business or trade from home, please consult us for commercial packages.

Charging of e-scooters, e-bikes, EVs or any other form of transportation equipment is not included or permitted, and strictly prohibited for your safety.

(k)

Where TVs are included, the tenant agrees to insure these against malicious or accidental damage and replace on a like for like basis for the landlord if necessary.

(l)

Where Internet is included the tenant agrees to comply with the relevant service providers fair use policy relating to downloads, and also to comply with all laws governing downloads and indemnify the landlord fully in respect of any unlawful behaviour.

The tenant also notes that any loss of (or poor) internet service is beyond the landlord or agents control, who will not be held responsible for any loss(es) or inconvenience whatsoever.

The tenant agrees to assist the service provider with any fault finding / diagnostics at their own expense as and when required.

(m)

It is noted that viewings for student property reservations may take place at any point during the tenancy and it is agreed that access shall be provided for the purpose of viewings at any time during the tenancy.

(n)

I confirm I have received, read, and understand the "how to rent" (gov.uk) guide.

I confirm I have received a copy of the EPC, gas & electrical certificates for the property I am applying for.

(o) General Terms relating to tenancies, rather than applications, which you may wish to consider as part of the application process:

#### Tenancy Dates

Our properties are let on a 1 year cycle, in line with each academic year.

The tenancy dates are 1 July 2026 to 30 June 2027.

On applying for a student property you confirm that you are a full time student, and we will ask for your university ID to confirm student status. This will also exempt you from council tax.

We will provide you with the relevant notice (ground 4a) that the tenancy will only run for 12 months, and will end in June, ready for the next group of students and the next academic year.

This enables you, and your guarantor, to plan your financial commitments for each academic year, one year at a time, without the risk of a tenancy rolling on indefinitely.

Please see individual property advertisements for details of rents.

All rents are shown weekly, and include bills.

There are 52 weeks in a year, so the total contract price is a week x 52.

For a monthly figure, simply divide a year by 12 months.

Rent payments are monthly.

On reserving a property you will make a payment of £200 towards the first months rent.

The balance of the first months rent, minus the £200 you paid at reservation, is due one month ahead of the start date of the tenancy (so 1<sup>st</sup> June 2026).

The second months rent is due on 1 August 2026, the last payment is due on 1 June 2027, and the tenancies end 30 June 2027.

A total of 12 equal payments.

If you wish to pay quarterly, as you may be more used to (so during term time paying for a term when student finance arrives), you are welcome to do so. Any overpayments you make will simply allocate as credits towards the months ahead.

Our student damage deposit = £200 per person for all 3, 4, 5, 6, and 7 bedroom properties. (This is £400 per person at 1 and 2 bedroom properties only), payable within 14 days of reservation.

Industry Standard Deposits are equal to 5 weeks rent.

We heavily discount the standard deposit from a sum equal to 5 weeks rent, to a flat rate of £200, on the understanding that our student tenants do not generally wish to introduce pets to the property, as much for the benefit of housemates who may be nervous of certain types of pets, or suffer allergies.

At the point of reservation you will have the opportunity to take advantage of the discount.

In the event that a pet is introduced to the tenancy, and assuming all housemates are in agreement, we do not increase the deposit, we simply remove the discount. You would need to provide the industry standard deposit in this event.

The deposit is refundable, subject to the property being vacated in an acceptable condition, promptly after the end of the tenancy. The deposit is protected in an approved scheme. This guarantees your deposit is safe.

## KEY FACTS ILLUSTRATION FOR THIS APPLICATION

RENT PER PERSON PER WEEK	£
CONTRACT LENGTH	52 WEEKS
TOTAL CONTRACT PRICE X 52 WEEKS	£
MONTHLY EQUIVALENT / 12 MONTHS	£
STUDENT DEPOSIT AMOUNT PER PERSON	£200
I / WE WISH TO CLAIM THE DEPOSIT REDUCTION TO £200 PER PERSON AND CONFIRM THAT WE DO NOT INTEND TO KEEP OR APPLY TO KEEP ANY PETS AT THE PROPERTY.	SIGNED:
TENANCY START DATE	1 JULY 2026
TENANCY END DATE	30 JUNE 2027
TENANT NAME	
TENANT SIGNATURE	

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If there is anything else you wish to tell us please note here:

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In view of the confidential information required, we regret to inform you that no explanation will be given if we are unable to provide you with the Tenancy you require

All negotiations are “subject to contract” and the tenancy start date cannot be relied upon until satisfactory references have been received

Each person sharing occupancy of the property must complete a separate application