

INFORMATION & STEPS REQUIRED TO RENT A PROPERTY

STEP 1: RESERVE THE HOUSE

To reserve the property each member of your group must pay a holding deposit totaling **1 week's rent**. Should you decide not to proceed with renting the property, fail to complete the application process, or provide us with inaccurate information then the holding deposit will be non-refundable. Once a contract is signed the holding deposit will be allocated towards the rent.

BANK DETAILS

Account Name: My Student Digs Limited

Account Number: 53666735

Sort Code: 40 28 06

Reference: Include the **property number and road name** as the payment reference.

STEP 2: COMPLETE THE APPLICATION FORM

Each member of your group must complete the tenant application form which can be accessed via this [link](#). Please also follow us on Instagram by clicking [here](#).

Within the application form each member of your group must upload the following:

1. Tenant - Copy of your **passport and driving license**
2. Tenant - Copy of your student ID – if you do not yet have a Student ID please upload a copy of your student acceptance letter
3. Guarantor - Copy of your guarantor's passport or driving license
4. Guarantor - Copy of your guarantor's proof of address (please see list of accepted proofs of address [here](#))
5. Tenant – (if necessary) Copy of your BRP. When sending over your BRP please also send over your share code to info@studentdigs.uk. You can obtain your share code by following this [link](#).

All information must be provided within 7 days, otherwise, we may re-advertise the property and you risk losing your holding deposit.

STEP 3: LEAVE THE REST TO US

Once you have completed steps 1 & 2, we will complete the paperwork and contracts will be sent to all tenants and guarantors to sign electronically.

AGENT

Full Name: My Student Digs Limited
Address: 63 Regent Road, Leicester, LE1 6YF
Telephone: 0330 321 4461
Email: info@studentdigs.uk
Website: www.studentdigs.uk

