



ARRANGE A VIEWING

So – you’ve found a property that you are interested in?

The next step would be to arrange a viewing with a member of our Letting’s team. This can be done by calling the office on 0113 244 1960, or emailing us at lettings@niche-homes.co.uk They’ll help to arrange this for you, meeting you at the property to show you around and answer any questions that you might have about it. These appointments usually last between 10-15 minutes.

SUBMIT RESERVATION FORM & FEES



You’ve viewed the property, you’ve really liked it, and you want to move in. Next, you’ll need to fill out a reservation form.

You can obtain one of these from the relevant property pages of our website, or by downloading it off our ‘Useful Documents’ page. This will then need to be returned to us by one of several methods.



RECEIVE YOUR CONTRACT (AST) & DPS DEPOSIT

If applicable, once we have received your reservation form, we will then seek to review your references. This is done through a third party, so the amount of time this takes can vary. Once you have passed all the background checks, we will allocate you your room/property and you will be issued with an Assured Shorthold Tenancy agreement (contract) which will be emailed to you. We request that you return this within 14 working days of its receipt. This can be returned via the same means as your reservation form.

We will also, at this stage, have registered your £250.00 deposit with the DPS (Deposit Protection Service). For more information on the DPS, please see the ‘Useful Documents’ page of our website.

For double occupancy, terms apply – please enquire at the application stage.

Post or in Person

Niche Homes Ltd
1 & 2 Northwest Business Park
Servia Hill
Leeds
LS6 2QH

Email

lettings@niche-homes.co.uk

PLEASE NOTE

It is at this point that we will request your Reservation Fee of £335.00. Of this, £85.00 is a **non-refundable** administration fee. The remaining £250.00 is registered with the DPS as your security deposit.

We currently **do not** accept Card payments. We only accept Cash, BACS, or Cheque.

GET READY TO MOVE




Once your AST has been returned, and all fees cleared in our account (including the first month’s rent, 2 weeks prior to the start date of your tenancy), we will, where applicable, work with you to arrange a time for you to collect the keys to your new home.

PLEASE NOTE

Keys will not be issued unless all fees are paid (see above)

**MOVING IN DAY!
WELCOME HOME!**

 niche homes