



Welcome to Mclean Forth Properties – we look forward to welcoming you as tenants. Before starting the move in process it is important to consider the following:

- We will take Employment, Income, Credit & Previous Landlord References on you

We will require the following information:

- Full address of your current property
- 3 years' address history.
- Employment Details including position held and contact a contact name.
- Current Letting Agent/Landlord Details.

We will require one of the following forms of photographic ID:

- Driving License showing current address
- Passport
- ID Photo-card

We will require one of the following forms of written ID:

- Utility or Council Tax Bill
- Recent Phone Bill
- Recent Bank/Credit Card Statement

To be acceptable for tenancy you must:

- Have been in employment for at least 6 months or provide evidence of formal job offer/contract.
- Be able to provide all the information requested above.
- Earn a gross annual salary equal to 2.5 times the annual rental commitment you are personally responsible for - e.g. for a monthly rental of £300 your gross annual salary must be £9K.

You will need a guarantor if:

- You are a Student, unemployed or have adverse credit history
- You have recently arrived from overseas to take up new employment
- Your rental commitment is more than 40% of your gross annual income.

An acceptable guarantor must:

- Be a resident in the UK or Northern Ireland.
- Have a clean credit history subject to appeal where documentation can be provided.

Thank you for taking the time to consider the above – if in a position to do so you are now ready to begin the move in process. Please follow the simple steps on the next page.

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The 10 Steps to Moving In

