

TENANT REFERENCING

REFERENCING CHECKS



hughfshaw.com/tenant-references

TENANT REFERENCING

Reference Checks conducted by Hugh F Shaw & Co

We are required to conduct comprehensive checks to assess if the person applying meets with the Landlord's criteria and these will include



Landlord / Letting Agent

Enquiry sent by Hugh F Shaw

This will be to confirm if your rent was paid on time, no rent arrears, property left in good condition at end of the tenancy



Employment

Enquiry sent by Hugh F Shaw

To verify your workplace, job title, duration, position and earnings/income.



UK Bank Account

Enquiry sent by Hugh F Shaw

This should be in your name and a Bank Status Enquiry will be submitted for the Bank's response on your account.



Right to Rent

Documents to be provided & verified

Proof of Photographic ID and/or Visa status where applicable.

Our membership

hughfshaw.com/our-membership

ARLA / Association of Residential Agents

TPO / The Property Ombudsman

TDS / Tenancy Dispute Scheme

CMP / Client Money Protection

Our privacy policy

hughfshaw.com/our-privacy-policy



hughfshaw.com



020 77245566



lettings@hughfshaw.com

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Referencing Checks conducted by Rent4Sure

Dependent on the applicant's financial circumstances we may have to undertake a full credit check. In this case we will be using the services of a third party 'Rent4Sure Tenancy Referencing' and their checks will also include:



Credit File assessment

To be checked

To search the files of a leading credit reference agency and review against lender accounts, linked addresses, undeclared addresses, aliases, electoral roll and anti-money laundering checks.



Court County Judgments (CCJ)

To be checked

To search for County Court Judgments (CCJs), Decrees and other Court information registered over the last six years in the applicant's name. Such information remains on file whether or not the underlying debt is satisfied or repaid, unless cleared in full and notified to the court within 28 days of court action.



History of Bankruptcy

To be checked

To search the Individual Insolvency Register for records against the applicant including bankruptcy, Debt Relief Orders and Individual Voluntary arrangements.



Affordability Assessment

To be checked

To check if the applicant can afford the rental amount based upon earnings that have been verified by taking references from the applicant's employer, accountant or other supporting evidence.

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