



## DOCUMENTS EACH APPLICANT MUST PROVIDE BEFORE REFERENCING CAN COMMENCE

### In the case of a working tenant please supply the following documentation:

- Original passport
- Proof of current residence (in form of a utility bill), last three months bank statements

### In the case of a self - employed tenant, please supply the following documentation:

- Original passport
- Proof of current residence (in form of a utility bill)
- Last three months bank statements
- Copy of your most recent audited accounts original letter headed paper

### Tenant on housing benefit (Guarantor will be required -must be working):

- Original passport
- Proof of current residence (in form of a utility bill) last three months bank statements
- Local housing allowance (housing benefit)

### In case of tenancy with children:

- Passport
- Birth Certificate

### Final Balance – How much do I need to pay before I move in?

- You will need to pay one month's rental in advance and the deposit which is 6 weeks rent (Rooms will be one month's deposit). This information is contained on the reservation fee form.
- Payment of the final balance must be in cleared funds in our account (La Casa bank account details are on the receipt) **BEFORE** any tenant takes occupancy of the property.

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