



32 Lanton Boulevard, Lanton, Nottingham NG7 2ES | T: 0115 841 8841 | E: contactus@cunninghamlettings.co.uk

Cunningham Lettings is a company limited by guarantee. Registered address: 32 Lanton Boulevard, Lanton, Nottingham NG7 2ES • Telephone: 0115 841 8841 • 0115 841 8841

Please be aware that you CANNOT sign for a property until ALL of the group have completed ALL of the steps below and ALL students have their deposit and administration fee at the time of signing

For students staying on at the same property for a consecutive year

1. You need to bring with you 3 things

- a) £37.50 each for your administration fee, cash, cheque or card payments are accepted but credit / debit cards carry a 2% charge or a bank transfer can be made before the signing **ALWAYS USE YOUR SURNAME AS A REFERENCE WHEN MAKING ON LINE PAYMENTS**
- b) £240 for your August Rent in cash, or a Post dated cheque, or you can complete a standing order form for 1st August
- c) Cheque book or Bank details (to complete your standing orders) – sort code, account number and full address of your own branch to cover the rent for the coming year. Cheques are dated for the next year not for now.

For bank transfers - the bank account details are: Cunningham Lettings Ltd Barclays Bank

Sort code 20-25-85 Account number 10150428.

In total you will need 5 Post-dated cheques to cover the rent for one academic year plus cash or a cheque for your administration fee

Administration fee due on the day of signing

Cheque dates;

1st August - £180 to cover rent 1st August – 28th August

1st September 4 weeks rent

1st October 12 weeks rent

15th January 16 weeks rent

13th May 16 weeks rent

2. You must supply us with your guarantors' information.

Their full name, mobile and home numbers and email address and a signed guarantor form which can be picked up at our office or downloaded from our website www.cunninghamlettings.co.uk

Before re-signing for your property we recommend that you take a copy of the Cunningham Lettings Tenancy Agreement to: SU Advice and representation centre on Campus or Unipol, Accommodation Bureau, or ask a Parent to download a copy from our website and ask them read on your behalf.

Contact information

Call in to the office 32 Lenton Boulevard, Lenton, Nottingham, NG7 2ES

Or phone us on T: 01158418841 or email us

Madelaine M: 07989430462 E: maddie@cunninghamlettings.co.uk

Sarah M: 07534 154390 E: enquiries@cunninghamlettings.co.uk