

HOW TO APPLY

STEP ONE

CHECK IF YOU MEET THE CRITERIA ON THE FOLLOWING PAGES



STEP TWO

EMAIL THE SPINNERS YARD TEAM



STEP THREE

WE'LL GET IN TOUCH FOR MORE DETAILS AND BOOK A VIEWING



STEP FOUR

COME DOWN TO SPINNERS YARD FOR YOUR VIEWING



STEP FIVE

PAY THE HOLDING DEPOSIT AND START REFERENCING



STEP SIX

ONCE REFERENCING IS PASSED - CONFIRM MOVE IN DATE, PAY ANY RENT DUE AND SIGN DOCUMENTS BEFORE MOVING IN



STEP SEVEN

COLLECT YOUR KEYS FROM THE ONSITE TEAM AND MOVE IN TO YOUR NEW HOME

OUR LETTINGS POLICIES

ltem	Policy
Affordability	 Minimum Income 30 x income multiplier for household & minimum individual income (for named tenants) Household: Monthly rent x 30 < annual income for all named [rent paying] tenants Individual: Individual income > (Household income required / number of beds) Maximum Income Maximum individual income of £34,281 per annum for 2025
Tenancy Deposit	Standard deposit equivalent to 5-weeks rent
Upfront Rental Payment	 If scheduled move in is before 15th of the month, an upfront rental payment will be required (pro rated until last day of month) If scheduled move in is after 15th of the month, an upfront rental payment will be required (pro rated until last day of month + subsequent month)
Holding Deposit	 Standard holding deposit of 1-week's rent required (deducted from first rental payment if tenancy is secured; deposit to be taken if any prospect drops out/fails referencing due to providing misleading information; deposit will be refunded if property is removed from market)
Pets	 Pet policy adhered to (size, number of pets, breeds) Additional pet rent of £50pcm
Referencing	 Statutory checks to be undertaken (e.g. Right to Rent and Anti Money Laundering) Employment Reference (Part-time/fixed-term contracts subject to individual review) Landlord Reference (to confirm any previous arrears/breaches of contracts) No outstanding CCJs Subject to review with appointed 3rd party provider
Move In Period	Prospects are required to move-in within 4 weeks of paying the holding deposit

DMR LETTINGS CRITERIA

Criteria	Evidence
Offering priority of those who live, work and training in Leeds and have close family connections	One of the following documents will be requested to ensure that a prospect lives, works or is training in Leeds city: Residence Utility bill dated in the last 3 months Council tax bill dated in the last financial year Driving licence Tenancy Agreement Employment/Training Employment contract Letter from employer dated within the last 3 months confirming role and primary place of employment Letter from University confirming training with Leeds city Close Family Connections Close Family relates to; a spouse or partner, child, stepchild, grandchild, parent, step-parent, parent-in-law, grandparent, siblings (including half siblings), step-siblings, or brother or sister-in-law Applicant to provide confirmation that close family member lives in Leeds city and confirmation of relation to family member (declaration required and clause for termination in tenancy agreement if breached) AND; Family connection to provide one of documents listed under the Residence section
Tenants cannot be homeowners	Applicants cannot be homeowners (declaration required)
Tenants cannot sublet	Applicants cannot sublet their apartments (declaration required)

