

RIGHT TO RENT GUIDE

urbanspaces



WHY DO YOU NEED TO CHECK MY IMMIGRATION STATUS?

From 01 July 2021, the Government is introducing new "Right to Rent" rules, which give all landlords a legal duty to check that every resident of a property that they are renting has the right to live in the UK.

Where the landlord rents through a managing agent, the responsibility for checking is passed to the agent to act on the landlord's behalf.

To do so, we need to verify copies of documents which prove your nationality and verify that you have the right to rent a property here.

WHY DOES THIS RULE AFFECT ME?

The same checks apply equally to all adults (over the age of 18 years) residing in a property, including British citizens, nationals from the European Economic Area (EEA), and people from elsewhere in the world.

WHAT IS THE INFORMATION USED FOR?

The information is used only to help us confirm your legal status. We will not discriminate for or against you because of your nationality. We will not use information provided for any other purpose.

WHY ARE COPIES OF MY DOCUMENTS TAKEN?

We are obliged to obtain copies of your documents for visual and data checks and to verify that they are genuine. We are also required by law to keep a copy of our documents for one year after your tenancy has ended.

BRITISH CITIZENS

If you are British, a citizen of the UK and Colonies with right to live in the UK, you automatically have the right to rent in the UK.

NATIONALS FROM THE EUROPEAN ECONOMIC AREA (EEA) AND COUNTRIES OUTSIDE OF THE EEA

If you are a permanent resident of an EEA country or Switzerland, or a permanent resident of a country outside of the EEA, we are still required by law to take copies of your documents proving your nationality.

As well as confirming your nationality, we also need to check that you have the right to stay in the UK and we are still required by law to take copies of your documents proving your nationality.

If your permission has a time limit, we will need to check again in the future once that time limit has ended, or after 12 months of your tenancy, whichever occurs later.

Countries in the EEA are: Austria, Belgium, Bulgaria, Croatia, Republic of Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Iceland, Ireland, Italy, Latvia, Lichtenstein, Lithuania, Luxembourg, Malta, Netherlands, Norway, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden and the UK.

WHAT HAPPENS IF I CANNOT PROVIDE DOCUMENTS?

We are not permitted to rent to you if you do not have the necessary documents. The Home Office will also be notified of your inability to provide the required documents.

WHY DO YOU NEED TO SEE ME?

We must verify identity documents virtually in the presence of the holder of that document, so we need to see every resident of the property in person prior to moving into the property.

We are members of the Property Ombudsman and abide by the Property Ombudsman Code of Practice. You agree that we may disclose information relating to the rental of your property to the Property Ombudsman if they ask for them, to assist in their monitoring of our compliance with the Code of Practice.

Countrywide Estate Agents trading as Urban Spaces. Registered office: Countrywide House, 88-103 Caldecotte Lake Drive, Caldecotte, Milton Keynes, MK7 8JT, United Kingdom. Registered in England Number 00789476.



WHICH DOCUMENTS ARE ACCEPTABLE AS IDENTIFICATION/PROOF OF RESIDENCY UNDER THE NEW CHECKS?

We may accept a number of different documents under the new check. Please refer to the next page for a brief list and if you are in any doubt, please do not hesitate to get in touch with us at:

Tel: +44 (0)20 7251 4000

Mail: clientservices@urbanspaces.co.uk

FOR UK CITIZENS WE ARE HAPPY TO ACCEPT ANY ONE OF THE FOLLOWING:

A current or expired passport	Showing you are a British citizen, a citizen of the UK and colonies, or Republic of Ireland with the right of abode in the UK
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A certificate of registration or naturalisation	As a British citizen
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ALTERNATIVELY, YOU CAN SHOW US ANY TWO FROM THE FOLLOWING LIST:

A birth or adoption certificate	Issued in the UK, Channel Islands, Isle of Man or Ireland and includes the name of at least one of your parents
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A current photocard driving license	This can be full or provisional
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A signed letter confirming your name and address	Issued within the last three months by a UK Government department of local authority, or a British passport holder (including their name, address and passport number) or from your employer, confirming your status as an employee to include National Insurance number or Employee Reference number
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Confirmation of current or previous service in the UK armed forces	Your identity card, HM Forces documentation or a letter from the Secretary of State
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A letter from a UK Prison Service	Confirming that you have been released from custody in the last three months, or a letter from your probation officer confirming you are the subject of a supervision order
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Benefits paperwork	From the HMRC, Local Authority or Job Centre plus, issued within the last three months
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FROM THE EUROPEAN ECONOMIC AREA (EEA) AND COUNTRIES OUTSIDE OF THE EEA WE ARE HAPPY TO ACCEPT:

Your current passport	Showing you are a permanent resident of a country other than the UK or Ireland, or permitted to stay in the UK for a time limited period
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A current or permanent residence card	Showing you are allowed to stay in the UK because you are a family member of a national from the EEA or Switzerland, or you have a derivative right of residence
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Home Office documents	Such as a biometric document or immigration status document with a photograph – with a valid endorsement showing you are allowed to stay in the UK
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FOR AN EXTENSIVE LIST OF ACCEPTABLE DOCUMENTS, PLEASE VISIT [Right to Rent Document Checks: a User Guide \(publishing.service.gov.uk\)](https://publishing.service.gov.uk)