

# NORTHUMBERLAND

Northumberland County Council



To apply to use the scheme, or for more information please contact:

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**or**

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## Tenant Accreditation Scheme Guidance for Tenants



Your key into the Private Rented  
Sector.

## What is the Tenant Accreditation scheme?

If you are looking for private rented property this could be the right scheme for you.

Northumberland County Council's Tenant Accreditation scheme gives you the opportunity to become an Accredited Tenant through having your reference checks carried out for free by Northumberland County Council's Private Rented Sector Team.

Becoming accredited makes it easier to access private rented accommodation because you will be 'pre-referenced', it also gives you access to a bond guarantee for the first twelve months of your new tenancy.

## How can I access the scheme?

You can apply to Northumberland County Council to become accredited by contacting the Private Sector team on **01670 623053** or emailing **PrivateSectorHousing@northumberland.gov.uk**.

## What checks will be done?

- Address history going back five years
- Proof of current address and proof of identification
- Previous/current landlord reference check
- Arrears checks
- Safer estates checks going back three years
- An affordability assessment
- Character reference or guarantor (if no other reference is available)

## What are the benefits to me as the tenant?

- Easier access into the private rented sector
- Access to the credit union's Landlord and Tenant scheme that will pay the tenants rent directly to the landlord (once the tenant has sourced a property and if both the tenant and the landlord agree)
- A tenant handbook to help you during your tenancy.
- Access to a **bond guarantee** via Northumberland County Council for the **first twelve months** of the tenancy
- There are no fees or charges payable to get the checks done
- An Accredited Tenant certificate to present to future landlords to show that you have passed all our checks.

## What is expected of you as the tenant?

You will be expected to cooperate with the Private Sector Team to avoid a delay in the checks being done.

You will be expected to be truthful and accurate when completing your Tenant Accreditation application form and not withhold any information that may be relevant to the sustainability of your new tenancy.

You will also be asked to sign and abide by a Tenant Accreditation code of conduct at all times for the duration your tenancy.

**If you would like more information, please see the contact details on the reverse of this leaflet.**