

# Scriven & Co. Proforma check and draft details

**813 Hagley Road West, Quinton, Birmingham, West Midlands, B32 1AD**

£995 PCM

Ref: 17940892

Tenure:

Type: House - Terraced

Receptions: 2

Bedrooms: 2

Bathrooms: 2

Council Tax Band: B

- Two spacious reception rooms
- Fitted kitchen with integrated appliances
- Ground floor shower room
- Two first floor bedrooms
- En suite shower room to one bedroom
- Fully boarded loft room
- Fully double glazed
- Car parking space at the rear
- EPC - D (57)
- Council Tax - B (Birmingham)

A well-proportioned two-bedroom house offering two spacious reception rooms, along with the added benefit of a boarded loft room, ideal for storage or flexible use. The property further benefits from off-road parking and access to a shared rear courtyard.

This unfurnished property comprises two reception rooms, a fitted kitchen complete with oven, hob, extractor hood and dishwasher, and a ground floor shower room. To the first floor are two bedrooms, one of which benefits from an en suite shower room, along with a fully boarded loft room offering additional storage or flexible use. The property further benefits from gas central heating via a boiler and radiators, double glazing throughout, and a car parking space to the rear, accessed via High Street. Available from May 2026.

PLEASE NOTE - Photographs were prepared prior to marketing in December 2022 but are an accurate representation of property layout.

## INFORMATION FOR TENANTS

### Why Choose Scriven & Co?

At Scriven & Co, we've been serving tenants since 1937. As a regulated firm, we adhere to the highest industry standards set by the Royal Institute of Chartered Surveyors (RICS) and ARLA Propertymark. Our dedicated team ensures smooth lettings and ongoing property management, providing you with professional and friendly support every step of the way.

### Renting Procedure

1. Virtual Property Viewing: Start with our online "walk-through" video tour for a convenient initial viewing.
2. Pre-Qualification Application: Submit a quick pre-application form via the link we send to you via email following your enquiry.
3. Application Review: We review applications with the landlord, discussing moving timescales and tenancy details.
4. In-Person Viewing: If you are successful, we will invite you to view the property in person.
5. Referencing and Credit Checks: Upon acceptance, we conduct necessary checks through our trusted third-party agency, Goodlord.
6. Confirmation of Start Date: Once references are satisfactory, we confirm the tenancy start date and details with you.
7. Signing Tenancy Agreement: Electronically sign the tenancy agreement, ensuring transparency and clarity.
8. Property Handover: Prior to move-in, we prepare a detailed schedule of the property's condition, ensuring a smooth transition.
9. Key Handover and Utility Notification: On the tenancy start date, keys are released, and utility providers are notified.
10. Pet Policy: If agreed with the landlord, pets are welcome with certain conditions, including a monthly rent increase of £25 and professional cleaning requirements.

### Upfront Costs

- Holding Deposit: 1 week's rent
- Tenancy Deposit: 5 weeks' rent (registered with TDS)
- First Rent Payment: One month's rent in advance (minus holding deposit)

### Additional Charges During Tenancy

- Alterations to Tenancy Agreement: £50.00 including VAT
- Early Termination Fees: Agreed in writing, covering reasonable costs incurred
- Late Rent Payment Fee

- Lost Keys/Security Devices Replacement Costs

#### Rent Payment Method

Set up a standing order for monthly rent payments, due on the first of each month.

#### Other Bills to Consider

Council tax, gas, electricity, water, TV license, and insurance for personal belongings.

#### Contact Us

For any queries, contact our Lettings Department at 0121-422-4011 (option 2). We're here to help with any concerns, big or small.

(QC115e 04/24)

#### INFORMATION FOR TENANTS

##### Why Rent Via Scriven & Co?

We have been established since 1937 and are a regulated firm, abiding by accounting rules and Code of Conducts of the Royal Institute of Chartered Surveyors (RICS) and the Association of Residential Lettings Agents (ARLA).

The department has several highly qualified staff and all have a professional, friendly manner.

All properties let by Scriven & Co. are MANAGED by us. This means we care about the tenants, the condition of the properties we let and the way our landlords deal with tenants. Fairness and reasonableness are expected from all parties.

You liaise direct with us relative to any matter.

Unless an emergency occurs, no one will ever enter your property without your prior consent and/or prior written notice.

We are regularly praised by tenants relative to the professional way tenancy matters are dealt with.

When it is time to move on, many tenants return to us to rent again.

##### Renting Procedure

1. View the property.
2. All adults 18 or over complete an application form.
3. Clients are advised of the application and instructions received.
4. Once all details are agreed, including moving timescale, length of tenancy, etc., you pay the tenancy application charge.
5. A credit reference is undertaken online, at which point the application charge is spent, but the property is reserved for you (subject to the information provided being found to be correct). Viewings on the property stop as long as there is no undue delay in obtaining the reference(s). Proof of identity will be required but we will confirm which documents will suffice.
6. The credit reference usually takes 3-4 days, dependent upon the speed of response of employers, etc., which is done electronically where possible.
7. Once satisfactory references are received you will be contacted to arrange a moving in/start date. Typically within 3-5 days, providing both parties want the tenancy to start as soon as possible. You will be telephoned/emailed and dates, monies required, etc., will be confirmed in writing to you.
8. A copy of the tenancy agreement is forwarded to you prior to the commencement date, giving the opportunity to raise any queries.
9. The Tenancy Agreement used is approved by ARLA and amendments are made to it by Scriven & Co.
10. Once a start date is agreed we will visit the property to prepare both a written and photographic schedule recording the condition of the property and contents. Copies of each will be provided to you at the time of signing the tenancy agreement and you will have a full seven days to check their accuracy and make any comments. They also detail meter readings. These schedules provide peace of mind and reduce the risk of conflict at the end of the tenancy.
11. Keys are released upon the signature of the tenancy agreement and ancillary documents, e.g. copies of EPCs, Gas Safety Records, etc., and payment of all monies due (further information below).

##### How Much Will I Have to Pay Up Front?

1. Application Charge: £135.00 inc VAT (First Applicant) £100.00 inc VAT (Each Additional Applicant)

Company Application Charge: £135.00 inc VAT

2. A deposit equivalent to 6 weeks rent (or 8 weeks if pets are approved). This is usually registered with the TDS (The Dispute Service) where it remains protected in accordance with this government approved scheme.

3. Generally, a month's rent in advance. This can vary slightly dependent upon the day of the month when the tenancy starts. We are happy to expand on this.

Additional charges which may be applicable to some tenants ...

Guarantor: £100.00 inc VAT

Amendment Charge: £120.00 inc VAT

Lease Extension Charge: £96.00 inc VAT

For further information on all charges please visit the website [www.scriven.co.uk](http://www.scriven.co.uk) > Property Services > Residential Tenant Applications and download an application form or request one from our Quinton office.

##### How Do I Pay My Rent?

Preferably by standing order. We will assist in the completion of the Standing Order Mandate form when the tenancy agreement is signed and keys released.

If you start your tenancy part way through the month you will pay a part month's rent although if your tenancy start date is after the 19th day of the month you will be asked to pay the next months rent in addition. Future payments are paid monthly in advance on the first day of every month.

##### What Other Bills Will I have To Pay?

Usual household bills such as council tax, gas, electricity, water, t.v. licence, Virgin Media/Sky subscriptions, etc. You may wish to take out insurance relative to landlords fixtures and fittings. The landlord pays for buildings insurance and any service charge (usually appropriate in flats). You should also take out contents insurance to safeguard your own property.

##### Who Should I Contact?

For any query both before or after a tenancy begins, contact our Lettings Department on 0121-422 4011 (option 2) and speak to any member of the team. No matter how minor an issue, we are happy to assist. (QC115a11/13)

The unfurnished accommodation has 2 living rooms, fitted kitchen with oven, hob, hood, dish washer, fridge, ground floor shower room, 2 first floor bedrooms (1 with en suite shower room), attic store room, gas boiler/radiator heating, upvc double glazed windows, car space at rear approached from High Street.

**MATERIAL INFORMATION TO CHECK:**

**Property construction**

**Utilities – how they are supplied:**

**Electricity supply**

**Water supply**

**Sewerage**

**Heating**

**Parking**

- **Building safety – e.g, unsafe cladding, asbestos, risk of collapse**
- **Restrictions – e.g. conservation area, listed building status, tree preservation order**
- **Rights and easements – e.g. public rights of way, shared drives**
- **Planning permission – for the property itself and its immediate locality**
- **Accessibility/adaptations – e.g. step free access, wet room, essential living accommodation on entrance level**
- **Coalfield or mining area**

**CONFIRM VIEWING ARRANGEMENTS FOR SYSTEM**

Vendor Accompanied      ?

Property Empty We Hold Key and Accompany      ?

Vendor in Occupation but Agents Accompany      ?

Other Viewing Remarks/Notes:

**NOTE TO TYPIST: IF VIEWING NOT DETAILED RETURN FORM TO SURVEYOR**

Checked by .....

Date checked .....

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