

PBSA PROPERTIES - TENANCY INFORMATION

OXFORD GRANGE PHASE 1,2,3 & THE STUDENT HIDEOUT

2026 - 2027

How to Reserve a property:

1. Choose your flat and room carefully (cannot be changed after signing).
2. Confirm availability with Westmanor.
3. Complete a reservation form and data consent form, and provide photo ID.
4. Pay the £100 / 25% advanced rent (**£100 non-refundable if you don't proceed**).
5. You'll receive your tenancy agreement within 7 days.
6. Sign and return within 7 days — or the property will be re-let and the £100 kept.

What you need to pay when you reserve:

No damage deposit is required.

To secure a property:

- £100 advanced rent if you have a UK guarantor
- 25% of annual rent if you don't have a guarantor
- If you change your mind before signing, **the £100 is non-refundable**.

Tenancy Length:

- Usually 1st July – 30th June.
- First 8 weeks are half rent for non-occupancy.
- Full rent applies from 27th August, even if you haven't moved in.

Summer Storage (belongings):

- If your tenancy starts 1st July, you can usually store up to 4 boxes/suitcases ONLY from 15th July (after previous tenants move out).
- All documents must be returned and rent paid up to date before keys are released.

Maintenance:

- Report issues using the maintenance request form on the website.
- For emergencies, call directly.

Before You Move In:

- All properties are inspected, cleaned, and repaired as needed before move-in, however, you will receive an inventory to complete when you move in to report any imperfections.

Energy Terms:

- Fair usage cap: limits excessive use in all-inclusive properties.

Out-of-Hours Help:

- A security team handles emergencies or lockouts (Charges may apply if the issue is determined to be tenant-related).

UK Guarantor:

- A UK-based, full-time working adult who agrees to cover your rent if you cannot.
- If you don't have one, payment terms differ (see below).

Rent Payment Schedule - Tenancy: 1st July – 30th June

With UK Guarantor:

Date	Payment Details
1 Jul 2026	6 weeks' rent (4 weeks half price)
1 Aug 2026	6 weeks' rent (4 weeks half price)
28 Sept 2026	16 weeks' rent
4 Jan 2027	16 weeks' rent
3 May 2027	8 weeks' rent

Without a guarantor:

Pay 25% upfront to reserve, then
1 Jun 2026: 50% of annual rent
1 Sept 2026 (or on arrival): 25% of annual rent

If you live in the flat over summer, rent and payment dates may change – please ask.