



## Accreditation Plus

### Application Form

2024-2025

Landlord's Name:	
Membership Number:	
Date:	

This form allows accredited landlords to apply for Accreditation Plus status. Accreditation Plus status reflects the following standards:

- A professional approach to being a landlord
- Robust policies and procedures
- A high level of organisation
- A reliable service for tenants
- Engagement with the landlord community and others with a stake in student rentals
- A commitment to 10 hours of volunteering per accreditation year
- Agreement not to charge a summer retainer without access
- Agreement not to charge any fees outside of rent or a deposit
- A commitment to MSH volunteering initiatives

This form will ask you to provide examples and evidence of how you meet these very high standards.

**\*Landlords must not expect to be awarded Accreditation Plus status as a matter of course. Whilst we encourage all landlords to aspire to the highest standards of professionalism we envisage that many will require time and support to meet the standards required\***

**Please complete this form electronically.**

**Please refer to the accompanying Application Guidance. If you need further assistance in completing any part of this form please contact Kia Flora on 0161 275 7680 or email [kia.flora@manchester.ac.uk](mailto:kia.flora@manchester.ac.uk).**

## **Part One – Landlord Processes**

- 1. Please summarise the steps you follow from receiving a call from interested students through to granting tenancy. Include any information about your terms and conditions and any charges.**

- 2. Please provide copies of all forms, emails/texts/ letters, and other documentation that you use to manage tenancy deposits from receipt to return.**
- 3. Please provide copies of recent written correspondence you have had with your tenants.**
- 4. Please provide a copy of the standard welcome pack you provide to tenants at the start of their tenancies.**
- 5. Please provide a copy of your standard tenancy agreement.**

**6. Please summarise how you keep track of rent payments and manage arrears.**

## **Part Two – Engagement & Participation including volunteering projects**

**7. Please provide examples of how you engage with others who have a stake in student rentals and the private rental sector. Please also provide details of any volunteering activity you have engaged with as suggested by MSH. *Be aware that you may be asked to provide evidence of any examples that you give.***

## Part Three – Landlord or Agent Volunteering

8. Please provide examples of your commitment to volunteering in the community. *Be aware that you may be asked to provide evidence of any examples that you give.*

## Part Four – Declarations

- ☐ I declare that I will not charge any fees outside of rent or a deposit.
- ☐ I declare that I will not charge a retainer or rent without access for the summer months.
- ☐ I declare that the responses provided on this form are true and accurate.

Landlord Signature:	
Date:	