

STEP INTO YOUR TENANCY: 'TO DO' CHECKLIST



RENT

- I have read and understand all the different ways that I can pay my rent
- I understand that paying my rent is a **priority** and if I do not keep up with the payments, then I may lose my home
- I have set up my direct debit or standing order to pay my rent 😊
- I know that I will get charged by my bank if any of my direct debits fail. Always have enough funds in your bank account!

Important dates and notes

COUNCIL TAX

- I have told the Council Tax team that I have moved and given them the date that I moved into the property
- I have read and understand all the different ways I can pay my council tax
- I have applied for my single person discount (single people only)
- I have set up my direct debit or standing order to pay my council tax 😊

Important dates and notes

WATER

- I have told Severn Trent Water that I have moved and given them the date that I moved into the property

- I have set up my direct debit or standing order to pay my rent 😊

- I have talked to Severn Trent to make sure I am getting all the right water saving measures I am entitled to

Important dates and notes

GAS AND ELECTRIC

- I have looked at my meters so that I understand how they work, and found out who the current energy supplier is for the property

- I have read the latest advice and information from Martin Lewis about energy costs and setting up my bills and whether I need to compare prices

- I have contacted the energy provider to discuss the best tariff that's right for me and set up my direct debit or standing order 😊

Important dates and notes

MAXIMISING INCOME

- I have logged on to the benefits calculator and checked to see if I am entitled to any benefits

- I have claimed any benefits I am entitled to 😊

- I have claimed the Housing Element in my Universal Credit claim so that I get help with my rent payments (UC claims only)

- I have a 'budget planner' so that I can keep track of my money and budget better

Important dates and notes

COUNCIL TAX SUPPORT

- I have made my claim for Council Tax Support on the council's website to see if I can get help to reduce my Council Tax bill

Important dates and notes

TV LICENCE

- I have registered for my TV licence

- I have set up my direct debit or standing order to pay my TV licence

Important dates and notes

TV AND BROADBAND

- I have considered what I 'need' and decided on the type of package is best for my needs

- I have compared the best deals on offer and have decided which one is the most cost effective one for me

- I have set up my direct debit or standing order

Important dates and notes

HOME INSURANCE

- I understand how important it is to have home insurance
- I have considered what type of cover I need and compared prices
- I have set up a direct debit or standing order 😊

Important dates and notes

BANK ACCOUNTS AND SAVINGS

- I have read the advice and information about basic bank accounts from Martin Lewis
- I have decided which bank account would be best for me and made an application
- I understand how important it is to start saving regularly, even if a small amount
- I have set up a savings account with a credit union / bank / building society
- I will start to save regular amounts each week / month

Important dates and notes