**Retired Baptist Ministers Housing Organisation**

**Right to Rent Checks**

In 2016, the Government introduced new legislation concerning Landlords and Tenants. This legislation states that all Landlords must check that a person is legally entitled to rent a residential property in England. The Retired Baptist Ministers Housing Organisation [RBMHO] is classed, for the purposes of the act, as a Landlord.

Therefore, as a Landlord, RBMHO is responsible for checking that a tenant can legally rent a residential property in England. To do this we will need to see original documentation for all those aged 18 and over who live/ will live in the property and who will regard it as their only or main home. We do not need to see documentation for friends or family members who are just staying with you for a short time.

In practice, this means that we have to ask you to send to us documentation which confirms your status. Please see the note below which explains what documentation we require. We are very sorry for this intrusion, but trust that you will appreciate our need to act within the law.

Once received, we are required to copy the documentation and retain it securely for the duration of your application, tenancy and, following Government guidelines, for twelve months after the tenancy ends.

The Government has provided guidance on acceptable documentation which is attached. The easiest of these is likely to be a passport, current or expired. If you do not have a passport, please do not worry there are a number of other documents you can use. These are listed in Group 2 documents and you will need to provide a combination of any two of these.

The regulations require that the original documentation is checked in the presence of the holder. As this may not always be possible for RBMHO, we ask that you get the required documents certified by a professional person or someone well-respected in your community You could ask the following if they offer this service:

* bank or building society official
* councillor
* minister of religion
* dentist
* chartered accountant
* solicitor or notary
* teacher or lecturer

The person you ask should not be:

* related to you
* living at the same address
* in a relationship with you

You will need to photocopy your documentation and ask them to certify each page against the original with the date of certification.

Further information on this can be found at <https://www.gov.uk/government/publications/right-to-rent-document-checks-a-user-guide> Or please feel free to ring us and we will do our best to answer your queries and questions.

Andy Hughes