

Overview of Landlord Portal

Overview of the Landlord Portal

Providing you with access allows you to view the following

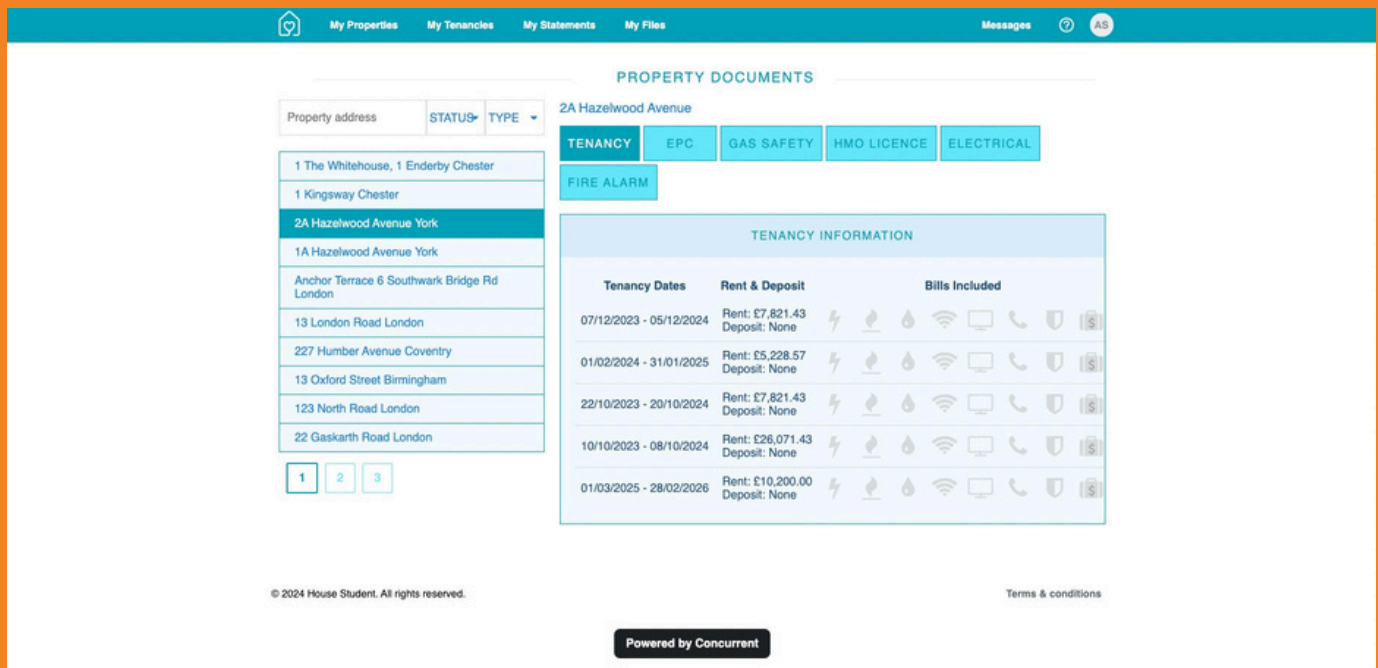
- Tenancy information and Relating Documents
- Property Information
- Compliance Certificates
- Statements and Remittance

The Landlord portal keeps you in the loop by providing constant communication, when a statement is published you will receive an email and a login link. If you opt in to sign your own contracts, you'll also be able to do this on the platform.

There are 4 tabs in the Landlord portal, to keep things simple and informative.

They are as follows -

My Properties



The screenshot shows the 'My Properties' section of the Landlord Portal. The top navigation bar includes 'My Properties', 'My Tenancies', 'My Statements', and 'My Files'. The main content area is titled 'PROPERTY DOCUMENTS' and shows the selected property '2A Hazelwood Avenue York'. Below this, there are tabs for 'TENANCY', 'EPC', 'GAS SAFETY', 'HMO LICENCE', 'ELECTRICAL', and 'FIRE ALARM'. The 'TENANCY INFORMATION' section is expanded, displaying a table of tenancy details.

Tenancy Dates	Rent & Deposit	Bills Included
07/12/2023 - 05/12/2024	Rent: £7,821.43 Deposit: None	⚡ 🔥 💧 📶 📺 📞 🛡️ 🇸🇬
01/02/2024 - 31/01/2025	Rent: £5,228.57 Deposit: None	⚡ 🔥 💧 📶 📺 📞 🛡️ 🇸🇬
22/10/2023 - 20/10/2024	Rent: £7,821.43 Deposit: None	⚡ 🔥 💧 📶 📺 📞 🛡️ 🇸🇬
10/10/2023 - 08/10/2024	Rent: £26,071.43 Deposit: None	⚡ 🔥 💧 📶 📺 📞 🛡️ 🇸🇬
01/03/2025 - 28/02/2026	Rent: £10,200.00 Deposit: None	⚡ 🔥 💧 📶 📺 📞 🛡️ 🇸🇬

From here you can access your property information along with tenancy details and compliance certificates.

My Tenancies

(tenancies can be signed from here too if you opt to sign your own tenancy agreements)

The screenshot displays the 'My Tenancies' interface. On the left, a list of properties is shown with status indicators (checkmarks or red circles). The main panel shows the 'CORE DETAILS' for a selected tenancy at '1A, Hazelwood Avenue, York'. The tenant is 'Mr Nargiz Rolling'. Key dates include 'Created: 02/05/2024', 'Submitted: 02/05/2024', 'Start Date: 05/05/2024', and 'End Date:'. Contract details include 'Contract Template: Rolling 24' and 'Enquiry Source: Not selected'. Financials show 'Total Rent: £1500', 'Deposit: £100 per person', and 'Booking fee: None'. The status is 'Signed (on 2nd May 2024 at 12:04)'. A 'DOWNLOAD' button is present for downloading the agreement.

This page is designed to help you navigate the details of your agreed tenancies, you can download copies of your agreements on this page.

My Statements

The screenshot displays the 'My Statements' interface. On the left, a list of statements is shown, filtered by property. The main panel shows the details for a statement for '123 North Road'. The statement is 'PUBLISHED' and covers the period from 01 Sept 24 to 30 Sept 24. The 'Statement of Account' table is as follows:

	Net (£)	VAT (£)	Gross (£)
Income			
Total Paid			0.00
Utilities included			0.00
Total Income			0.00
Expenditure			
Total Expenditure	0.00	0.00	0.00
Statement balance			0.00
			In credit

In this section you can view your monthly statements by Property or By Owner, you can filter the dates and download the statements for further documents including invoices.

My Files

Name	Linked to	Download
EPC.pdf		Download
fire alarm.jpeg		Download
EICR2.png		Download
bank statement.jpg	Portfolio	Download
mas-property-viewing-checklist.pdf	Amy Santiago	Download
Portobello Point - tenancy import.xlsx - Tenancy import - Portobello Point (3).txt	Portfolio	Download
Screenshot 2023-07-31 at 10.47.40.png		Download
StuRents Report 2023-08-31.xlsx	Amy Santiago	Download
demo passport 2.png		Download
demo passport.png		Download
Screenshot 2023-09-08 at 09.56.41.png	Portfolio	Download
rooms_list_landlords_2023-12-05_4jhfrDu8U.csv	Portfolio	Download
demo passport.jpeg	Portfolio	Download
Demo Document.pdf	Portfolio	Download
Demo Document.pdf	Portfolio	Download
Screenshot 2024-08-30 at 11.40.51.png	Portfolio	Download
demo passport.jpeg	Portfolio	Download

This is a helpful page that includes all of your documents in a downloadable format, you will also find the details of your Bacs file payments, so you have direct access to your remittance documents.

Helpful Extras

Support
Contact House Student with any questions.

Open · Closes at 5:00pm

- Monday 9:00am - 5:00pm
- Tuesday 9:00am - 5:00pm
- Wednesday 9:00am - 5:00pm**
- Thursday 9:00am - 5:00pm
- Friday 9:00am - 5:00pm
- Saturday 10:00am - 2:00pm
- Sunday 9:00am - 5:00pm

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Along the Navigation bar at the top of the screen you can see you have access to your direct messages, account information and the “?” gives you our opening times and our contact details should you need us.