# almer«

How to accept your BCU Application

### Step One

We will receive your booking request from BCU

After processing the application, we will then send you your individual agreement via email for your review

Please make sure you check your junk or spam for an e mail from Sturents!



love being



## **Step Two**

In the email, there will be a button "Sign Contract". You will click this to create your own Almero account.

Once you are logged in, you will be prompted to complete your personal information and information relating to your university course

Once completed, you will be taken to a separate page to complete the payment of your deposit (£250).

For the process above, you will have seven days to complete





# Almero - Beech Gardens Birmingham has sent you a tenancy contract to sign

Dear

Almero - Beech Gardens Birmingham has sent you a tenancy contract to

review and sign, in relation to the property at:

Rooch	Cardons
Deecn	Gargens

25

Elvetham Road

Birmingham

B15 2NL

This contract will expire on 14th April at 11:59pm . This deadline applies to both your signature and that of your guarantor (should you be required to provide one).

Your point of contact for this contract is Almero – <u>Beech</u> Gardens Birmingham, so if you have any <u>questions</u> please contact the property

manager on:

enquiries@almerostudent.com / 08000086525

In order to get started, please follow the link below and sign in with your

email address "

If you did not arrange a tenancy with Almero - Beech Gardens

Birmingham, please disregard this email.



Ξ almero Classic Room - First Floor - Garden View, Elvetham Road 1. > 2. Application > 3. > 4.  $\hat{\mathbf{n}}$ Your details Personal information Title v First name Test Last name Furlong Email address Phone number Summary () ^ Total due today £250.00

# Step 3

Should you be paying in instalments, you will asked to provide the email address for your nominated Guarantor

This person will then receive an email with a similar link to enable them to complete their next steps

Once both yourself and your Guarantor (where applicable) have completed the contract, Almero will review and send you the completed agreement for your records



# "Congratulations"

You have now accepted your application and have a reserved room at Beech Gardens for 2023/24

Please feel free to contact us at any time via; birmingham@almerostudent.com

thank