

What will happen after the move in?

Throughout the duration of the Keyfund contract we will;

- ↑ Maintain regular contact with you.
- ↑ Provide on-going advice and guidance.
- ↑ Refer you to other organisations, if required.
- ↑ Mediate with landlord on your behalf.
- ↑ Assist you in sustaining your tenancy.

What we ask of you is that you;

- ↑ Stay in regular contact.
- ↑ Make regular payments towards your deposit.
- ↑ Contact us if there are any problems with the property, or changes to your circumstances, which may effect the tenancy.



Contact Details:-

Fife Keyfund
The Cairn Centre
83-85 Dunnikier Road
Kirkcaldy
Fife KY1 2QW

Tel: 01592 201849

Email: fifekeyfund@trustinfife.co.uk

Monday to Thursday
9.00 a.m.— 5.00 p.m
Friday
9.00 a.m. –3.30 p.m

And through prior arrangement at
evenings and weekends

We also hold drop-ins at various venues
throughout Fife.

For more information please contact us
on the above number



Trust in Fife

Working together to promote social equality

FIFE KEYFUND A Guide For Tenants





What is a Deposit Guarantee?

Landlords often ask for a security deposit at the beginning of a tenancy; this is usually equal to one months rent and can be claimed against at the end of the tenancy in the event of any damage to the property.

Fife Keyfund may be able to help you by guaranteeing the deposit on your behalf for a minimum of 6 months. If there is damage to the property at the end of your tenancy, then the landlord can claim against the deposit guarantee up to an agreed amount.

As part of the Fife Keyfund agreements, when a deposit guarantee is put in place, the client will be required to save towards the deposit at an affordable weekly rate.



Who Can Apply?

You may be eligible for Fife Keyfund assistance if :-

- ↑ You are homeless or threatened with homelessness
- ↑ You are on a low income and/or benefits
- ↑ The private rented sector is an affordable housing option for you

How to Apply

If you have not yet had a homeless assessment, and are at risk of homelessness, you should either attend your nearest :-

Fife Council Local Office
or
Fife Council Home 4 Good Centre

At either of the above places, you will receive a Prevention First assessment , staff will be able to advise you on all of your housing options and refer you on to Fife Keyfund.



What happens next?

On receipt of your referral, staff at Fife Keyfund will contact you to further explain the service and to offer advice and guidance on your individual situation.

What happens once we have identified a property ?

Once a property is identified the Fife Keyfund Team will:-

- ↑ Speak with a Landlord to explain Fife Keyfund deposit guarantee
- ↑ Ensure the property meets the required legal standards
- ↑ Ensure the property meets your personal needs
- ↑ Arrange a suitable move in date
- ↑ Advise on Housing benefit requirements
- ↑ Attend at the Move in