

Tenants Obligations

- All correspondence, which is not addressed to the tenant personally, should be redirected to our office immediately as many letters require urgent attention. There is no postage on re-addressed unopened mail.
- Between the months of November and March (inclusive) there is always a danger of damage to the property from burst pipes etc. Should the tenant be away from the property at any time it is their responsibility to ensure that some form of heating is left low, or other action taken to prevent damage occurring.
- To always contact our lettings department if they have any queries regarding repairs to the property or any appliances in it BEFORE arranging for any work to be carried out unless it is out of office hours and an emergency. **Please Note that any damage caused to the property by failure to report repairs will be the responsibility of the tenant.**
- Breakages of windows or glass doors are the tenant's responsibility unless caused by vandalism or burglary in which case a crime reference number must be obtained from the police to enable the Landlord to claim on their buildings insurance.
- Upon vacation of the property all furniture items listed on the inventory must be put back into the locations as indicated on the inventory, failure to do so will result in charges of £25 plus VAT per hour for one of our representatives to return them to the relevant rooms.
- Upon the termination of the Tenancy Agreement a Check Out report will be conducted to determine the condition of the property. A charge of £25.00 + vat will be deducted from your deposit to cover this.
- The tenant is asked to note that when their Tenancy Agreement (or any endorsements made thereafter) and the said agreement states a specific length of tenancy, they are legally bound to pay rent for the full term of the tenancy, whether or not they are to remain at the property for that length of time, unless a suitable replacement can be found to take over the agreement made by the Landlords agent. The tenant is bound to pay any fees involved with re letting the said property should they vacate the property prior to the end of their tenancy.
- Upon vacating the property the tenant should arrange with the post office for all mail to be redirected to their forwarding address, neither the Landlord nor their agent will be responsible for the redirection of tenants mail. Should the tenant require access to the property to retrieve any mail after vacation the agent would be entitled to claim a fee of £15 plus VAT.
- The tenant will be responsible for paying a deposit which will be equal to one or one and a half months rent (£500.00 minimum) together with the first months rent when signing the agreement. This payment must be in the form of a Bankers Draft, Building Society Cheque or Credit/Debit Card. **Please note that personal and company cheques are not accepted unless 10 days are allowed for clearance prior to the start of the tenancy.**
- The Deposit is held with an approved scheme member (DPS) and full terms and conditions of the deposit scheme will be given to the tenant.
- At no time keep pets of any kind in or about the property without prior written consent from the Landlord or their agent.
- Any television sets which may be included in the inventory at the commencement of the tenancy maybe used by the tenant on the understanding that in the event of any breakdowns or repairs required this is the responsibility of the tenant, the tenant is also responsible for payment of the licence fee .
- The tenant may not remove or store furniture belonging to the Landlord without prior permission in writing from the Landlord or their agent and then only if covered by insurance at the expense of the tenant. Any items

removed from the property must be returned to the relevant rooms as indicated on the inventory at the end of the tenancy.

- To permit the Landlord or Landlords agent within reasonable hours in the daytime, within the last 28 days of the tenancy to enter and view the property with prospective tenants or purchasers.
- To keep the interior of the premises in good decorative condition and repair. Not without prior written consent from the Landlord or their agent make any structural alterations or redecoration, or remove any partition, door, cupboard, fixture or fittings.
- To keep the garden in a proper state of cultivation and clear from weeds and rubbish or as it was at the commencement of the tenancy.
- No television/satellite dishes/receivers to be installed or erected at the property without prior written consent from the Landlord or their agent, and at the end of the tenancy make good any damage to the structure or brickwork.
- The tenant hereby agrees to comply with the provisions of the **Tenants** Obligations issued by the Landlords agent's receipt of a copy of which is hereby acknowledged.
- To pay rental to the Landlord or the Landlords Agent by standing order directly on a monthly basis to reach the Landlord or Landlords agent no later than the due date. Failure to pay on time will result in the tenant paying the Landlords Agent £25 plus VAT for each letter sent, £5 plus VAT for each telephone call and £75 plus VAT for each visit to the property regarding late or non-payment of rent.
- Cash payments for rent will only be accepted at our office with prior arrangement and will incur a £15 plus VAT administration charge.
- If the tenant remains in possession after the expiry of the term and no new tenancy comes into being, the tenant becomes entitled to a statutory periodic tenancy which the tenants can bring to an end by serving on the Landlord or the Landlords agent not less than one calendar months' notice of the intention to quit which must be given in writing and served on or before the tenancy start date effective from that date and advising the date of intended departure.
- To be responsible for notifying your bank to cancel the standing order for the rental payments at the end of the tenancy but only AFTER the final rental payment has been made, failure to do so will result in a £15 plus VAT charge.
- In the case of sharers be jointly or severally liable for the rental payments and note that any notice served is for and on behalf of ALL parties.

I/We hereby agree to abide by all of the above statements.

Signed Print Date.....

Signed Print Date.....

Signed Print Date.....

Signed Print Date.....