

ASSURED SHORTHOLD TENANCY AGREEMENT

For letting a furnished dwelling house on an Assured Shorthold Tenancy under Part 1 of the Housing Act 1988 as amended by the Housing Act 1996.

Please note this tenancy agreement is an important document. It may commit you to certain actions for the period of any fixed term and beyond. Please ensure that if you do not understand your legal rights you consult a housing advice centre, solicitor or Citizens' Advice Bureau.

This agreement is made the day of 20

1 Particulars

1.1 Parties

1.1.1 The Landlord:

The "Landlord" shall include the Landlord's successors in title and assigns. This is the person who would be entitled to possession of the Property if the Tenant was not in possession and could be the current Landlord or someone purchasing or inheriting the Property.

1.1.2 The Tenant(s):

The Tenant(s) agrees that the Landlord or the Landlord's Agent may provide the Tenant's name, address and other contact details to third parties including, but not limited to, referencing companies, utility providers, the local authority and the appropriate tenancy deposit protection scheme provider.

Where the party consists of more than one person the obligations apply to and are enforceable against them jointly and severally. Joint and several liability means that any one of the members of a party can be held responsible for the full obligations under the agreement if the other members do not fulfil their obligations.

1.1.3 The Guarantor: Refer to Point 8.

1.2 The Landlord's Agent

The "Landlord's Agent" shall mean any such agent as the Landlord may from time to time appoint.

1.3 The Landlord lets and the Tenant takes the Property for the Term at the Rent payable upon the terms and conditions of this agreement.

1.4 This agreement is intended to create an Assured Shorthold Tenancy as defined in Part 1 of the Housing Act 1988 (including any subsequent amendments). These tenancies do not guarantee the Tenant any right to remain in possession after the fixed term.

1.5 Property

- 1.5.1 The property situated at and being 14a _____, together with the fixtures, fittings, furniture and effects therein and more particularly specified in the Inventory signed by the Tenant and all grounds. It shall include the right to use, in common with others, any shared rights of access, stairways, communal parts, paths and drives.

1.6 Term

- 1.6.1 The Term shall be for a definite period of _____ from and including _____ 20____ to and including _____ 20____. Please see paragraph 2.5 as it contains important information about what you must do to end the tenancy.
- 1.6.2 The "Term" is to include any extension or continuation of the fixed term or a Statutory or Contractual Periodic Tenancy.
- 1.6.3 If on the coming to the end of the fixed term agreed above, the Landlord does not seek possession and the Tenant remains in the Property, they will be considered, by virtue of section 5 of the Housing Act 1988, to have a statutory periodic tenancy. This will continue till ended by either party.

1.7 Rent

- 1.7.1 The Rent shall be £ _____ per month, payable in advance.
- 1.7.2 The Rent shall be paid clear of unreasonable or unlawful deductions or set off to the Landlord/Landlord's Agent ~ by banker's standing order or such other method as the Landlord/Landlord's Agent shall require.
- 1.7.3 The first payment of £ _____ (_____ pounds and _____ pence) being due on _____ or prior to the date of taking possession.
- 1.7.4 Thereafter the "Rent Due Date" will be the _____ day of each calendar month during the Term of this agreement.
- 1.7.5 Overdue rental payments will be subject to a fee of £2.00 per day calculated from the date the payment was due up until the date payment is received.
- 1.7.6 Any person paying the Rent, or any part of it, for the Property during the Term shall be deemed to have paid it as agent, for and on behalf of the Tenant which the Landlord shall be entitled to assume without enquiry.
- 1.7.7 It is agreed that if the Landlord or Agent accepts money after one of the conditions which may lead to a claim for possession by the Landlord (these are the conditions listed in clause 3 below), acceptance of the money will not create a new agreement and the Landlord will still, within the restrictions of the law, be able to pursue the claim for possession.
- 1.7.8 If this tenancy is extended, continued or run on as a Periodic Tenancy then the Rent will increase each year from the first Rent Due Date more than 364 days after the commencement of the Term, by the amount stated for the annual increase in the Index of Retail Prices (All Items) as quoted for the month two months prior to the month of the renewal. The Rent will not be reduced below the figure in 1.7.1 at any time.

1.8 Deposit

- 1.8.1 The Deposit of £ _____ (_____ pounds) will be paid by the Tenant to the Landlord or Landlord's Agent.
- 1.8.2 The Landlord or Landlord's Agent will pay the deposit to the Deposit Protection Service.
- 1.8.3 Neither the Landlord nor the Agent will pay interest on the Deposit. The Landlord retains the right to any interest due from the deposit.
- 1.8.4 The Deposit is held as security for the performance of the Tenant's obligations under this agreement and to compensate the Landlord for any breach of those obligations.
- 1.8.5 Subject to the Deposit Protection Service rules, the Deposit will be refunded to the Tenant, 10 days after agreement has been reached between landlord and tenant and the Deposit Protection Service has been notified. Agreement between landlord and tenant may only follow after:
- 1.8.5.1 possession of the Property has been returned to the Landlord.
 - 1.8.5.2 all keys have been returned to the Landlord.
 - 1.8.5.3 proof in the form of receipted bills or letters from suppliers that all utility accounts have been settled have been supplied to the landlord.
 - 1.8.5.4 confirmation has been received (where applicable) from the Local Authority that no claw back of Housing Benefit is due.

- 1.8.6 The Deposit is not transferable by the Tenant in any way.
- 1.8.7 The Deposit will be protected by The Deposit Protection Service (The DPS) in accordance with the Terms and Conditions of The DPS. The Terms and Conditions and ADR Rules governing the protection of the Deposit, including the repayment process, can be found at www.depositprotection.com.
- 1.8.8 In the event that the total amount lawfully due by the Tenant at the end of the tenancy exceeds the amount of the Deposit the Tenant shall reimburse the Landlord or Landlord's Agent the further amount, within 14 days of the request being made.

1.9 Rights of Third Parties

The parties intend that no clause of this agreement may be enforced by any third party, other than the Landlord's Agent, pursuant to the Contracts (Rights of Third Parties) Act 1999.

2 Legal Notices

2.1 Section 47

Under section 47 of the Landlord and Tenant Act 1987 the address of the Landlord is stated to be as on the first page of this agreement. The address for service of Notices is as in clause 2.2.

2.2 Section 48

Until you are informed in writing to the contrary Notice is given pursuant to section 48(1) of the Landlord and Tenant Act 1987 that your Landlord's address for the service of Notices (including Notices in proceedings) is as follows:

2.3 Notice service

- 2.3.1 Any Notice given by or on behalf of the Landlord or any other document to be served on the Tenant shall be deemed to have been served on the Tenant if it is:
 - 2.3.1.1 left at the Property during the Term or the last known address of the Tenant at any time or
 - 2.3.1.2 sent by ordinary post in a pre-paid letter, properly addressed to the Tenant by name at the Property during the Term or the last known address of the Tenant at any time or
 - 2.3.1.3 sent by Recorded Delivery in a pre-paid letter, properly addressed to the Tenant by name at the Property during the Term or the last known address of the Tenant at any time.
- 2.3.2 Any Notice given by the Tenant or any other document to be served on the Landlord shall be deemed to have been served on the Landlord if it is:
 - 2.3.2.1 sent by ordinary post in a pre-paid letter, properly addressed to the Landlord at the address in clause 2.2 or
 - 2.3.2.2 sent by Recorded Delivery in a pre-paid letter, properly addressed to the Landlord at the address in clause 2.2.
- 2.3.3 If any Notice or other document is left at the Landlord's address in clause 2.2, service shall be deemed to have been on the day it was left.
- 2.3.4 If any Notice or other document is sent by post it shall be deemed to have been served 48 hours after it was posted.

2.4 Notices Received

- 2.4.1 If a relevant Local Authority gives Notice or makes an order in respect of the Property which the Tenant receives at the Property, the Tenant shall provide full particulars to the Landlord's Agent promptly and as soon as reasonably practicable. Where appropriate, the Tenant should take all reasonable steps to comply with it, having first consulted with the Landlord (or Landlord's Agent) as is appropriate to the situation.

2.5 Ending the Tenancy

- 2.5.1 If the Tenant intends to vacate at the end of the fixed term, or at any later date, he agrees to give the Landlord at least one month's prior Notice in writing.
- 2.5.2 While the tenancy is periodic the one month's written Notice must expire the day before a Rent Due Date.

2.6 Distance Selling Regulations

- 2.6.1 If this contract is a "distance contract" as defined in the Consumer Protection (Distance Selling) Regulations 2000, then, subject to the required information having been provided to the Tenant, the 7 day "cooling off" period will cease immediately the provision of the service commences, in accordance with regulation 8(3) of the above regulations. This means that you will be committed to this tenancy once you take on the Property.

3 Possession

- 3.1 Without prejudice to the other rights and remedies of the Landlord, the Landlord may seek to lawfully terminate the tenancy by obtaining a court order if:
 - 3.1.1 the Rent or any part of it is in arrears whether formally demanded or not,
 - 3.1.2 the Tenant is in breach of any of the obligations under this agreement,
 - 3.1.3 any of the Grounds of Schedule 2 of the Housing Act 1988 apply (these grounds allow the Landlord to seek possession of the Property in specified circumstances, including rent arrears, damage to the Property, nuisance and breach of a condition of the tenancy agreement),
 - 3.1.4 a Notice is served under section 21 of the Housing Act 1988 (section 21 gives the Landlord a right to end an assured shorthold tenancy without any specific reason, though only after any fixed term has ended, or in operation of a break clause),

Tenants who are unsure of their rights should seek advice.

4 Tenant's Obligations

The Tenant agrees to:

4.1 Payments

- 4.1.1 Pay the Rent on the day and in the manner specified.
- 4.1.2 Where there are communal areas or shared utilities, either within the house or flat or within the property shared with other flats, pay a fair proportion of all charges relating to these areas, including cleaning. If the Landlord is held responsible by law for the payment of any of these charges the Tenant agrees to refund to the Landlord the amount covering the Term of this tenancy.
- 4.1.3 Pay for the reconnection of water, gas, electricity or telephone if the disconnection results from any act or omission of the Tenant or the Tenant's agents.
- 4.1.4 Pay the Council Tax, or any replacement taxation (even of a novel nature), in respect of the Property for the Term of this agreement, unless the tenancy is lawfully terminated.
- 4.1.5 Notify the relevant authorities and arrange and pay final accounts at the end of the tenancy.
- 4.1.6 Pay for the entire invoices and costs of any contractors that the Tenant arranges without having previously obtained the Landlord's authority.
- 4.1.7 Pay the Landlord for the reasonable cost of replacing the locks and cutting new keys if any keys are not returned to the Landlord or the Landlord's Agent when the Tenant moves out.
- 4.1.8 Pay any excess on the Landlord's insurance if the claim results from the negligence, misuse or failure to act reasonably by the Tenant or any of his visitors or friends.
- 4.1.9 Pay and arrange for the removal of all vermin, pests and insects, if infestation begins during the Term, woodworm and woodboring insects excepted, unless such infestation occurs as a failure of the Landlord to fulfil his repairing obligations.

4.1.10 Other Charges

- 4.1.11 Where the Landlord or his Agent sends to the Tenant a letter concerning any Breach of the Tenancy (including rent arrears) the Tenant shall pay the fixed fee of £20.
- 4.1.12 Where the Landlord or his Agent sends to the Tenant a Notice under Section 8 of the Housing Act (For any Breach of the Tenancy) the Tenant shall pay the fixed fee of £35.
- 4.1.13 Where a Cheque, Standing Order or Direct Debit is returned by your Bank unpaid, a £20 Administration Charge becomes payable.
- 4.1.14 Where the Tenant fails to respond to the above, and as a consequence a Home Visit by the Landlord or his agent becomes necessary, the Tenant agrees to pay the fixed fee of £60.
- 4.1.15 Where the property is left in an unclean condition at the end of the Tenancy the Tenant shall pay the Landlord costs of cleaning the same.
- 4.1.16 Where a prior appointment is made for a workman to attend the property to effect repairs, the Tenant shall pay the fixed sum of £35 if they fail to keep the appointment.
- 4.1.17 Where a prior appointment is made for the landlord/landlord's agent or a representative of the landlord/landlord's agent to attend the property, the Tenant shall pay the fixed sum of £35 if they fail to keep the appointment
- 4.1.18 Where keys are lost, stolen or mislaid, the Tenant shall pay in full any costs incurred.
- 4.1.19 Where a Tenant reference is required a charge of £35 will be levied.
- 4.1.20 Where the Tenants wish to change in part the names on the agreement then a minimum charge of £100 per name will apply.
- 4.1.21 Where a refund is due to the Tenant due to overpayment of rent a charge of £20 will be levied.
- 4.1.22 Where an appointment is made with a tradesman or representative of the landlord/landlord's agent to check a problem reported by the Tenant, and the problem reported turns out to be an error on the part of the Tenant a charge of £35 will be levied.
- 4.1.23 Overdue invoices will be subject to an interest charge of 2% over the base rate calculated from the date the payment was due up until the date payment is received.
- 4.1.24 V.A.T. will be charged additionally if applicable.

4.2 Repairs

- 4.2.1 Keep the Property including all of the Landlord's fixtures and fittings, machinery and equipment clean and tidy and in good and tenable condition, repair and decorative order.
- 4.2.2 Not permit any waste, injury or damage to the Property, or make any alteration or addition to the Property or the style or colour of the decorations without the landlord's written permission.
- 4.2.3 Notify the Landlord promptly of any wet rot, dry rot or infestation by wood boring insects.
- 4.2.4 Promptly replace any broken glass where the Tenant, his friends or visitors are responsible for the damage.
- 4.2.5 Undertake promptly any repairs for which the Tenant is liable following any Notice being served by the Landlord or the Landlord's Agent and if the Tenant does not carry out the repairs the Landlord may, after correct written notice, enter the Property, with or without others, to effect those repairs and the Tenant will pay on demand the reasonable costs involved.
- 4.2.6 Where the Property has a chimney that is used by a solid fuel appliance and the Tenant uses the solid fuel appliance, the Tenant agrees to get the chimney swept as often as needed.

4.3 The Property

- 4.3.1 Promptly notify the Landlord in writing when the Tenant becomes aware of:
 - 4.3.1.1 any defect, damage or want of repair in the Property, other than such as the Tenant is liable to repair in 4.2.1 above; failure to do so rendering the tenant liable for any further damage or cost incurred by the resultant delay in notification.
 - 4.3.1.2 any Notices, proceedings or letters relating to the Landlord, the Property or the use of the Property,
 - 4.3.1.3 any loss, damage or occurrence which may give rise to a claim under the Landlord's insurance.
- 4.3.2 Where reasonable to do so, co-operate in the making of any claim under the Landlord's insurance.

- 4.3.3 Use the Property in a tenant-like manner.
- 4.3.4 Clean the windows of the Property as often as necessary and in the last two weeks of the tenancy.
- 4.3.5 Not remove any of the Landlord's possessions from the Property.
- 4.3.6 Not exhibit any promotional poster or Notice so as to be visible from outside the Property.
- 4.3.7 Not cause or unreasonably permit any blockage to the drains and pipes, gutters and channels in or about the Property. Common causes of blockages for which the Tenant would be responsible would include putting fat down the sink, failure to remove hair from plugholes and flushing inappropriate things (such as nappies or sanitary towels) down the toilet.
- 4.3.8 To ensure that pipes do not freeze during cold weather, by setting the heating to come on for at least thirty minutes twice a day or maintaining the thermostat (if applicable) at a point above freezing. This applies whether or not the tenant is residing in the property at the time of such cold weather.
- 4.3.8a Not assign, underlet or part with or share possession of the whole or any part of the Property without the permission of the Landlord.
- 4.3.9 Not permit any visitor to stay for a period of more than three weeks within any three month period.
- 4.3.10 Permit the landlord/landlord's agent or representative, after giving 24 hours notice and at reasonable hours of the daytime (except in case of emergency or where access is required immediately to prevent damage to the property, in which case access may be effected at any time with or without notice), to enter the Property:
 - 4.3.10.1 to view the state and condition and to execute repairs and other works upon the Property or other properties.
 - 4.3.10.2 to show prospective purchasers the Property at all times during the Term and to erect a board to indicate that the Property is for sale.
 - 4.3.10.3 to show prospective tenants the Property, during the last month of the Term and to erect a board to indicate that the Property is to let.
- 4.3.11 Not permit any visitor to stay for a period of more than three weeks within any three month period.
- 4.3.12 Not add any aerial, antenna or satellite dish to the building without the Landlord's consent, which will not be unreasonably withheld.
- 4.3.13 Not change the locks (or install additional locks) to any doors in the dwelling house, nor make additional keys for the locks.
- 4.3.14 Ensure that the Property is kept secure at all times, locking doors and windows and activating burglar alarms as appropriate and always locking mortice locks before retiring for the night or when the property is unoccupied.
- 4.3.15 Not to hang any washing, clothes or any other articles outside the premises otherwise than in such a place as the Landlord may designate.
- 4.3.16 Not to hang or place items dry, damp or wet over room heaters/radiators.
- 4.3.17 Report to the Landlord's Agent any brown or sooty build up around gas appliances or any suspected faults with the appliances.
- 4.3.18 Not use any gas appliance that has been declared unsafe by a CORGI engineer, or disconnected from the supply.
- 4.3.19 Not keep, use or permit to be used any oil stove, paraffin heater or other portable fuel burning appliance, or other appliance against the terms of the insurance of the Property, except as provided by the Landlord.
- 4.3.20 Be responsible for ensuring that any television used is correctly and continually licensed.
- 4.3.21 Not keep motorcycles, cycles or other similar machinery inside the Property except in any defined outside area or garage.
- 4.3.22 Pay for any sterilisation and cleansing of the Property made necessary under the Public Health (Control of Diseases) Act 1984 as a result of a person with a Notifiable Disease having been in the Property during the Term.
- 4.3.23 Pay for any reasonable costs, fair wear and tear excepted, of redecoration or replacement required as a result of the work carried out under clause 4.3.22.
- 4.3.24 Ensure that the property is clean and tidy at all times during the tenancy.
- 4.3.25 Pay for any reasonable costs for cleaning the property during the tenancy.
- 4.3.26 Not affix any Notice, sign, poster or other thing to the internal or external surfaces of the Property in such a way as to cause any damage.

- 4.3.27 Pay for any reasonable costs, fair wear and tear excepted, of redecoration or replacement required as a result of the work carried out under clause 4.3.22.
- 4.3.28 Perform and observe all valid obligations, a copy of which has been provided to the Tenant, of any headlease or covenant on the Property save for those relating to the payment of rent or service charges and to refund to the Landlord all reasonable costs resulting from all claims, damages, costs, charges and expenses whatsoever in relation to any breach of this obligation.
- 4.3.29 Keep the garden and grounds properly cultivated according to the season and free from weeds, in a neat and tidy condition with the lawns regularly mown and edged, and shrubs, trees and hedges pruned but not alter the character or layout of the garden or grounds.
- 4.3.30 Not cause obstruction in any common areas of any building of which the Property forms a part. The Landlord reserves the right to remove or have removed any such obstruction and at his discretion to charge the reasonable costs, payable on demand, to the Tenant for so doing.

4.4 General

- 4.4.1 Not permit or suffer to be done on the Property anything which may be, or may be likely to cause, a nuisance or annoyance to a person residing, visiting or otherwise engaged in a lawful activity in the locality. This responsibility includes the actions and behaviour of visitors and friends of the Tenant.
- 4.4.2 Not make or permit any noise or play any radio, television or other equipment in or about the Property so as to be an audible nuisance outside the Property.
- 4.4.3 Not carry on any trade or profession upon the Property nor receive paying guests but use the Property only as a private residence for the occupancy of those tenants listed elsewhere in this agreement.
- 4.4.4 Not permit or suffer to be done on the Property anything which may render the Landlord's insurance of the Property void or voidable (i.e. no longer providing cover) or increase the rate of premium for such insurance.
- 4.4.5 Not use or suffer the Property to be used for any illegal or immoral purpose (note, unauthorised taking or possession of controlled drugs is considered to be illegal for the purpose of this clause).
- 4.4.6 Promptly notify the Landlord or Landlord's Agent if the Property becomes the subject of proceedings under the Matrimonial Causes Act 1973 or the Family Law Act 1996 and supply particulars of such proceedings to the Landlord on demand.
- 4.4.7 Have the use of all appliances provided in the Property, as laid out in the inventory save those which are noted as not working. However, should any items require repair, or be beyond repair, the Landlord does not undertake to pay for any costs of repair or to replace the appliance, except those which the Landlord is required by law to maintain.
- 4.4.8 Forward any correspondence addressed to the Landlord and other Notices, orders and directions affecting the Landlord to the Landlord's Agent without delay.
- 4.4.9 Reside in the Property as his only or principal residence. Any change in residence status must be notified to the Landlord's Agent and a new tenancy agreement drawn up if necessary.
- 4.4.10 Not leave the Property vacant for more than 28 days without providing the Landlord with reasonable notice.
- 4.4.11 Check the inventory and report any queries/errors/deficiencies to the Landlord within 7 days, or otherwise returning a signed copy to the landlord.
- 4.4.12 Not change the supplier of utility services without approval from the Landlord or Landlord's Agent. If approval is given, the Tenant will provide the Landlord's Agent with the new supplier's details including the Property reference number.
- 4.4.13 Not change the telephone number of the Property without the written permission of the Landlord.
- 4.4.14 Not alter the operation of, or disable, any smoke alarms.
- 4.4.15 Not disable or alter the operation or code of any burglar alarm.
- 4.4.16 Be responsible for maintenance of the burglar alarm and the smoke alarms including checking the smoke alarms every week and replacing non rechargeable batteries every year.
- 4.4.17 Not to smoke or permit any guest or visitor to smoke tobacco or any other substance on the premises or otherwise use or consume in or about the premises any of the drugs mentioned in the dangerous drugs act 1965 or any other controlled substance.

4.5 Insurance

- 4.5.1 Be responsible for effecting any insurance the Tenant requires for their own possessions.

4.5.2 The Landlord is not providing any insurance cover for the Tenant's possessions.

4.6 End of tenancy

- 4.6.1 Yield up the Property at the end of the tenancy in the same good clean state and condition as it was in at the beginning of the tenancy and make good, pay for the repair of, or replace all such items of the fixtures, fittings, furniture and effects as shall be broken, lost, damaged or destroyed during the tenancy.
- 4.6.2 Return all keys to the Property to the Landlord's Agent by 12 noon on the last day of the tenancy (or sooner by mutual arrangement).
- 4.6.3 Pay for the washing (including ironing or pressing) of all the linen and the cleaning (including ironing and pressing where appropriate) of all blankets, bedding, carpets and curtains which have been soiled during the tenancy (reasonable use thereof nevertheless excepted) or arrange the washing and cleaning themselves all at their own expense.
- 4.6.4 Leave the oven in the same state of cleanliness as it is listed in the inventory.
- 4.6.5 Leave the fixtures fittings, furniture and effects at the end of the tenancy in the rooms and places in which they were at the beginning of the tenancy.
- 4.6.6 Remove all rubbish from the Property, before returning the Property to the Landlord.
- 4.6.7 Remove all items not belonging to the Landlord, before returning the property to the Landlord, unless Landlords consent is obtained. If any items belonging to the Tenant or members of the Tenant's household shall not have been removed from the property at the time of expiration of the tenancy then the landlord will dispose of all items. The tenant shall:-
 - (a) Pay to the Landlord damages at a rate equivalent to the rent then payable for the premises until the items have been removed.
 - (b) Pay to the Landlord all reasonable costs for removal of these items.

5 Landlord's obligations

The Landlord agrees with the Tenant as follows:

- 5.1** To pay all assessments and outgoings in respect of the Property (except those for which responsibility is assumed by the Tenant under this agreement).
- 5.2** To allow the Tenant quiet enjoyment of the Property during the tenancy without any unlawful interruption from the Landlord or any person lawfully claiming under or in trust for the Landlord.
- 5.3** To return to the Tenant any Rent paid for any period while the Property is rendered uninhabitable by fire or other risk for which the Landlord has agreed to insure.
- 5.4** That he is the sole owner of the leasehold or freehold interest in the Property and that all necessary consents to allow him to enter into this agreement (superior lessors, mortgage lenders or others) have been obtained in writing.
- 5.5** To maintain a comprehensive insurance policy with a reputable company to cover the Property, and the Landlord's fixtures, fittings.
- 5.6** That the Landlord will not be responsible for any loss or inconvenience suffered as a result of a failure of supply or service to the Property, supplied by a third party, where such failure is not caused by an act or omission on the part of the Landlord.
- 5.7** The Landlord agrees to provide a copy of the insurance and any freehold or headlease conditions affecting the behaviour of the Tenant.
- 5.8** The Landlord agrees to fulfil his repairing obligations contained within Section 11 of the Landlord and Tenant Act 1985. These are quoted below;
 - 11 (a) to keep in repair the structure and exterior of the dwelling-house (including drains, gutters and external pipes);
 - (b) to keep in repair and proper working order the installations in the dwelling-house for the supply of water, gas and electricity and for sanitation (including basins, sinks, baths and sanitary conveniences, but not other fixtures, fittings and appliances for making use of the supply of water, gas or electricity); and
 - (c) to keep in repair and proper working order the installations in the dwelling-house for space heating and heating water.

6 Tenancy Deposit Protection Prescribed Information

6.1 The contact details for this scheme are as follows:

Name: The Deposit Protection Service
Address: The Pavilions
Bridgewater Road
BRISTOL
BS99 6AA
Telephone number: 0870 707 1707
Email Address: See web form at www.depositprotection.co.uk
Fax Number: 0870 703 6206

- 6.2 Please see www.depositprotection.co.uk for information provided by the scheme.
- 6.3 The Deposit will only be repaid at the end of the tenancy when the conditions in paragraph 1.8.5 have been completed and the Landlord and Tenant have agreed, or a dispute has been adjudicated by the ADR service, or on the order of a court.
- 6.4 If either party is not contactable at the end of the tenancy then the other may use the "Statutory Declaration" procedure listed for single claims (i.e. claims by only one party) in Schedule 10 of the Housing Act 2004 as amended.
- 6.5 If the Landlord and Tenant do not agree with each other about the amount of the Deposit refund at the end of the tenancy they may either apply to The Deposit Protection Service for the free alternative dispute resolution service or seek a county court order for a judgement on their claim.
- 6.6 The Deposit Protection Service offer free dispute resolution for Deposits held by them. The service is provided by the Chartered Institute of Arbitrators (though applications should be made to The Deposit Protection Service).
- 6.7 The Deposit value is as per paragraph 1.8.1.
- 6.8 The address of the property is as per paragraph 1.5.
- 6.9 The contact details of the Landlord are as per paragraph 1.1.1.
- 6.10 The contact details of the Tenant are as per paragraph 1.1.2.
- 6.11 Information about any Relevant Person is in paragraph 1.1.3.
- 6.12 The reasons for possible deductions from the Deposit are listed in paragraph 1.8.4.
- 6.13 The Lead Tenant for this tenancy will be <tenant>

7 Housing Benefit

- 7.1 The Tenant authorises the Local Authority or The Rent Service to discuss with the Landlord and the Landlord's Agent the details of any Housing Benefit or Council Tax claims made at any time in relation to the renting of the Property.
- 7.2 If the Landlord's Agent so requires, the Tenant consents to any Housing Benefit being paid direct by the Local Authority to the Landlord or the Landlord's Agent.
- 7.3 The Tenant agrees to refund to the Landlord any Housing Benefit overpayment recovery which the Local Authority seeks from the Landlord in respect of this tenancy, either before or after the Tenant has vacated the Property where this creates a shortfall in the money owed to the Landlord.

8 Guarantor

- 8.1 In consideration for the Landlord granting the Tenant a tenancy of the Property, the Guarantor agrees to pay the Landlord and the Landlord's Agent for any reasonable losses suffered as a result of the Tenant failing to fulfil any of his obligations under this agreement or failing to pay Rents or other monies lawfully due.
- 8.2 The Guarantor agrees to pay, on demand and in full, any overdue Rent or other monies lawfully due under this agreement for the full Term and until vacant possession is given to the Landlord.
- 8.3 The Guarantor agrees to make payments lawfully due under clause 8.1 or 8.2 even after the Tenant has returned possession of the Property to the Landlord.
- 8.4 If this contract is a "distance contract" as defined in the Consumer Protection (Distance Selling) Regulations 2000, then, subject to the required information having been provided to the Guarantor, the 7 day "right to cancel" will cease immediately the provision of the service commences, in accordance with regulation

13(1)(a) of the above regulations. This means that you will be committed to this guarantor agreement once the Tenant takes on the Property.

The Landlord agrees to the entire content of this ten page agreement which is intended to create an Assured Shorthold tenancy Agreement.

In accordance with Statutory Instrument 2007 No. 797 Regulation 2(1)(g)(vii), the Landlord confirms that the information provided about the Tenancy Deposit Protection prescribed information is accurate to the best of his knowledge and belief; and that the Tenant has had the opportunity to sign this document containing the information provided by the Landlord by way of confirmation that the information is accurate to the best of his knowledge and belief.

SIGNATURE(S) OF LANDLORD(S)

NAME OF WITNESS (not a relative).....

SIGNATURE OF WITNESS.....

DATE.....

The Tenant agrees to the entire content of this ten page agreement which is intended to create an Assured Shorthold tenancy Agreement.

In accordance with Statutory Instrument 2007 No. 797 Regulation 2(1)(g)(vii)(bb), the Tenant confirms that the information provided about the Tenancy Deposit Protection prescribed information is accurate to the best of his knowledge and belief;

SIGNATURE(S) OF TENANT(S)
.....

NAME OF WITNESS (not a fellow tenant or relative).....

SIGNATURE OF WITNESS.....

DATE.....

NAME OF GUARANTOR(S).....

SIGNATURE OF GUARANTOR(S).....

ADDRESS OF GUARANTOR(S).....

DATE.....

NAME OF WITNESS (not a relative).....

SIGNATURE OF WITNESS.....

ADDRESS OF WITNESS

DATE.....