

Assured Shorthold Tenancy Agreement

For letting residential dwelling house at:

"Property Number" "Property Address 1", "Property Address 2", "Property Address 3",
"Property Address 4", CO00 0DE

Tenancy Reference: inst-335

THIS AGREEMENT is made on the date specified below BETWEEN the Landlord and the Tenant. It is intended that the tenancy created by this Agreement is an assured shorthold tenancy within the meaning of the Housing Act 1988, as amended by the Housing Act 1996.

Date ___ / ___ / ____ (Date of Signing)

Landlord "Title" "Landlord Forename" "Landlord Surname"
"Landlord Address 1"
"Landlord Address 2"
"Landlord Address 3"

CO00 0DE

Note: Any notice under Section 48 of the Landlord and Tenant Act 1987 can be served on the Landlord at the address above

Tenant "Title" "Tenant Forename" "Tenant Surname"
"Address Line 1"
"Address Line 2"
"Address Line 3"
"Address Line 4"
XX00 0XX

Note: If two or more persons are named above then their obligations to the Landlord shall be joint and several

Property "Property Number" "Property Address 1", "Property Address 2", "Property Address 3", "Property Address 4", CO00 0DE

Contents The fixtures and fittings at the Property together with any furniture, carpets, curtains and other effects listed in the Inventory.

Term For the term of 6 months , commencing on 30/10/2008.

Rent and Payment	From	To	Total Rent
	Start Tenancy (30/10/2008)	End of Tenancy	Payment of £600.00 per calendar month

Deposit A deposit of £650.00 to be held by the Landlord

1. The Landlord agrees to let and the Tenant agrees to take the Property and Contents for the Term at the Rent payable above
2. The Tenant pays the Deposit as security for the performance of the Tenant's obligations and to compensate the Landlord for any breach of those obligations. It is agreed that this sum shall not be transferable by the Tenant in any way and at any time against payment of the Rent.
3. **The Tenant agrees with the Landlord:**
 - 3.1 To pay the rent on the days and in the manner specified in this Agreement.
 - 3.2 To pay and the cost of any bank or other charges incurred by the Landlord or Agent should any rent payment be dishonoured by the Tenant's bank.
 - 3.3 To pay interest on rent paid late calculated on a daily basis from when the Rent became due until the date of payment at 4% above The Bank of England base rate.

3.4 To pay for the following services consumed on or supplied to the Property during the Term:-

Television Licence

Council Tax / Rates

Electricity

Gas

Telephone

Water

and not to do anything that may cause the disconnection of these services, and to pay the cost of any reconnection fees in this event.

- 3.5 Not to do damage or injure the Property or make any alteration in or addition to them including decorating or fixing items to walls without the prior written consent of the Landlord.
- 3.6 To deliver up the Property at the end of the Term in the same good and clean state of repair and condition as it was at the beginning of the Term and make good or pay for the repair of or replace all such items of the Contents as shall be broken, lost, damaged or destroyed during the tenancy (fair wear and tear and damage by accidental fire excepted).
- 3.7 To keep the Property in a clean and tidy condition and complete repair during the Term including communal areas, windows and garden.
- 3.8 To keep the Property heated adequately in order to avoid damage by freezing conditions and to keep the property sufficiently aired to avoid damage by condensation or similar.
- 3.9 To leave the Contents at the end of the tenancy in the same places in which they were positioned at the commencement of the tenancy according to the Inventory.
- 3.10 Not to assign sublet or otherwise part with possession of the whole or part of the Property.
- 3.11 To use the Property as a single private dwelling and not to use it or any part of it for any other purpose including any illegal or immoral purposes.
- 3.12 Not to do or permit or suffer to be done in or on the Property anything which may be a nuisance or annoyance to the Landlord or the tenants or occupiers of any adjoining property or which may void any insurance of the Property or cause the premiums to increase.
- 3.13 To permit the Landlord or the Landlord's agents upon reasonable notice (24 hours) at reasonable hours (save in an emergency) to enter the Property to view the state and condition or carry out works of maintenance or repair.
- 3.14 To permit the Landlord or the Landlord's agents upon reasonable notice (24 hours) at reasonable hours to enter the Property with prospective tenants, purchases, surveyors or local authority officers.
- 3.15 Not to keep any animals or birds on the Property without the Landlord's written consent.
- 3.16 Not to alter or change or install any locks in or about the Property without the prior written consent of the Landlord and to inform the Landlord of any alteration is made to the code of any burglar or fire alarm.
- 3.17 To fasten all locks to all doors and windows and activate any burglar alarm whenever the Property is left unattended.
- 3.18 To forward any mail or official notice addressed to the Landlord or his agent within 7 days.
- 3.19 To notify the Landlord if the Tenant intends to leave the Property vacant for a period in excess of 28 consecutive days.
- 3.20 To give the Landlord at least one month's notice in writing when the Tenant wishes to end the Tenancy at the expiration of the term certain.
- 3.21 To give the Landlord at least one month's notice in writing if the Tenancy has continued as a periodic tenancy. Should the tenant provide less than one month's notice the Landlord reserves the right to charge the full rent for the notice period.
- 3.22 To return all keys for the Property to the Landlord or his agent on the last day of the tenancy and to provide forwarding addresses for all vacating tenants.

4. The Landlord agrees with the Tenant as follows:

- 4.1 To pay for all assessments and outgoings in respect of the Property (other than those mentioned in 3.4 above) and keep in repair the structure and exterior of the Property and to keep in good repair and proper working order the installations for the supply of water, gas and electricity and the installation in the Property for space heating or heating water as required by Section 11 of the Landlord and Tenant Act 1985.
- 4.2 That the Tenant paying the Rent and performing the agreements on the part of the Tenant may quietly possess and enjoy the Property during the Term without any unlawful interruption from the Landlord or his agent.
- 4.3 To pay for the following services consumed on or supplied to the Property during the Term :

None

5. The Landlord and the Tenant agree:

- 5.1 Notice is hereby given that possession might be recovered under Ground 1, Schedule 2 of the Housing Act 1988 if applicable. That is, that the Landlord used to live in the property as his or her main home or intends to occupy the Property as his or her only or main home.
- 5.2 The tenancy may be brought to an end if the mortgagee requires possession on default of the borrower under Ground 2, Schedule 2, of the Housing Act 1988.
- 5.3 Any notice served by the Landlord on the Tenant shall be sufficiently served if sent by standard first or second class post to the Tenant at the Property or the last known address of the Tenant or left at the Property addressed to the Tenant.
- 5.4 The Landlord may re-enter the Property and immediately thereupon the tenancy shall absolutely determine without prejudice to the other rights and remedies of the Landlord if the Tenant has not complied with any obligations in this Agreement or should the Rent be in arrears by more than fourteen days (whether legally demanded or not).

6. Special Conditions

NONE

SIGNED by the Landlord or an authorised person of "Company Name" as agent for the Landlord

Agent or Landlord Sign Here

(1) **SIGNED** by "Tenant Forename" "Tenant Surname"
(The Tenant)

"Tenant Forename" "Tenant Surname" Sign Here

Guarantor Form

Date/...../.....

Property to which tenancy relates

Address	"Property Number" "Property Address 1", "Property Address 2", "Property Address 3", "Property Address 4", CO00 0DE
Name of Tenant	"Tenant Forename" "Tenant Surname"
Duration of Tenancy	6 months
Start Date of Tenancy	30/10/2008

Details of Guarantor

Title	
Name*	"Guarantor Forename" "Guarantor Surname"
Address*	"Address Line 1", "Address Line 2", "Address Line 3", "Address Line 4", XX00 0XX
Home Telephone Number*	
Mobile Telephone Number	
Email Address	
Relationship to Tenant*	

IMPORTANT - PLEASE READ

I will act as a guarantor as stated above. I have had an opportunity to read and accept the tenancy agreement. I will accept that you will contact me when the tenant does not pay, and I will make payment. I am acting as guarantor only for the rental contributions payable by the named tenant on this agreement. I am not acting as guarantor for the rental contributions payable by any other named tenants on the tenancy agreement.

Signed*	
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Items with * are mandatory fields

APPENDIX A

DECLARATION OF UNDERSTANDING

"Property Number" "Property Address 1", "Property Address 2", "Property Address 3", "Property Address 4",
CO00 0DE

FIRE PRECAUTIONS

The use and purpose of the fire precaution facilities as set out below have been explained to me and I understand them:-

1. The fire alarm.
2. The Means of Escape.
3. Protection of the escape route and keeping it free from obstruction.
4. The importance of fire doors.
5. Fire fighting equipment.

WASTE MANAGEMENT

The arrangements for waste storage, collection and recycling have been explained to me as set out below and I understand them.

1. Non-recycling waste to be placed for collection in black refuse sacks.
2. Recycling waste, namely cans, bottles and paper should be placed in green refuse bags. Recycling waste is collected fortnightly.
3. Refuse sacks must be placed at the kerbside in front of the property no earlier than 7.00 pm the night before collection.
4. No refuse sacks nor any other type of waste must accumulate in front gardens before collection. They must be stored to the rear of the property in the facility provided by the landlord.
5. Only normal household waste may be disposed of within a refuse sack. Do not dispose of oil, grease, asbestos, clinical waste, building waste or garden waste in this manner. For advice on how these and bulky items may be disposed of, the contact number is 635600.

ANTI-SOCIAL BEHAVIOUR

The requirements relating to anti-social behaviour as set out below have been explained to me and I understand them.

1. What may constitute anti-social behaviour.
2. The standard of behaviour expected.
3. The consequence of anti-social behaviour including formal action by the Police, Educational Body or Local Authority.
4. The possible consequences in terms of my tenancy agreement.

DECLARATION OF UNDERSTANDING

I have read and understood the Declarations of Understanding as set out overleaf in relation to:-

- Fire Precautions
- Waste Management
- Anti-Social Behaviour

I understand that if I fail to comply with these, I may be committing an offence for which I may be prosecuted.

OCCUPIER

LICENSE HOLDER/MANAGER

Full Name

Signature

Date

Signature