

TENANCY AGREEMENT CHECKLIST

Before you sign a housing contract, you can receive guidance from one of the team in the Student Housing Office. We do not provide legal advice, but we will explain what the terms and conditions mean so that you can make an informed choice. If you feel that you require legal advice, contact Shelter Wales or a solicitor.

However, it is important that you read your contract yourself too. Here are some things to consider - more details on each can be found in our Student Guide to Private Accommodation:

www.bangorstudentpad.co.uk/local

DON'T FORGET
SIGNING A CONTRACT IS LEGALLY BINDING!

THE REALLY IMPORTANT STUFF

1. FIRST THINGS FIRST

- Have you visited the property, is it safe, are you happy with it? **USE OUR HOUSE HUNTING CHECKLIST.**
- Have you spoken to the current tenants without the landlord present?
- Have you seen a copy of the Gas Safety Certificate yet? The landlord needs to renew it every 12months so check the date.



2. CHECK THE CONTRACT

- Is it a Joint or Single tenancy? This is important – see web links on reverse for more info.
- Make sure that the contract states the landlord and tenant addresses and phone numbers.
- Make sure that the contract states the correct property address.
- Does the contract state that you will be given an Inventory? Make sure it's accurate, and also take photos when you move in.
- When will the contract start and end? Does this fit in with your course?
- Is there a "Break clause"? Can you (or your landlord) give notice to end the contract early, i.e. before the end of the fixed term? This is unlikely in a student contract – it is likely that you are agreeing to pay for the whole term of the contract.
- Always get a copy of the contract and always ask for receipts for any payments.
- Make sure that everything you have verbally agreed upon is written in the contract.
DON'T SIGN THE CONTRACT IF IT SAYS ANYTHING THAT'S INCORRECT.

TURN OVER

3. MONEY MATTERS

- How much is the rent, how and when is it payable? Can you all afford it? Do the rent payment dates fit your financial situation, e.g. to coincide with student loan payments?
- What is included in the rent? Remember to take meter readings when moving into and out of the property, and try to put all names on bills.
- Are you all full-time students? Check your liability for Council Tax. Remember to update your new address on myBangor when you move in.
- If you need to pay a deposit, check that the contract states this, and how it will be protected. Deposits must now be protected within 30 calendar days of receipt by the landlord, the required "prescribed information" should also be provided.
- Your tenancy deposit protection (TDP) scheme offers a free dispute resolution service if you disagree with your landlord about how much deposit should be returned.
- Are you being asked to pay any other fees, and if so do you know what they are for, and are they refundable? Most landlords on our lists do not charge any non-refundable fees.
- Are you being asked to pay a summer retainer? If so, what does it cover - can you leave belongings; can the property be let to others?
- Are you being asked for a guarantor? See web links below for more info.

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4. LIVING AT THE PROPERTY

- Check your responsibilities re rubbish and the garden, if there is one.
- Check for tenant and landlord obligations – are you happy with these? If there are any terms with which you do not agree, speak to the landlord and get them changed before signing.
- Take reasonable precautions to prevent damage from frost (e.g. burst pipes) – if you intend to be away from the property over winter, speak to your landlord about leaving the heating on low while you are away, and ensure that there is sufficient credit if you have a pay-as-you-go meter.
- Remember to inform your landlord of any repair issues in writing and keep a copy.
- You have the right to "Quiet enjoyment" – i.e. the right to undisturbed enjoyment of the property.

Visit our website

www.bangorstudentpad.co.uk/local
or call into the office for copies of the House Hunting Checklist, Moving In / Moving Out Checklists, Community Guide, Damp leaflet, Tenancy Deposit leaflet, Recycling leaflet and lots of others.

USEFUL WEBSITES TO READ FOR MORE INFORMATION:

Types of renting agreement

Includes info on differences between tenancies/licences; verbal agreements; types of tenancy; what to check for; unfair terms; joint tenancies, etc

Got to <https://england.shelter.org.uk/> and search **Types of renting agreement**

Private rented housing for students

Includes info on students' rights; joint tenancies; deposits; guarantors, etc

Got to <https://england.shelter.org.uk/> and search **Students renting**

Signing a contract

Advice from N.U.S.

Got to www.nus.org.uk/cy/advice/housing-advice/signing-a-contract/

STUDENT HOUSING OFFICE



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