



## **Tenants Terms and Conditions**

**Zone Letting** act as agents on behalf of the landlord who owns the property you are renting. We have an obligation to the landlord to ensure the tenancy runs as smoothly as possible, the rent is paid promptly and the property is maintained to the standard at which it was received.

### **The Tenancy Agreement**

The agreement you sign is a legal document between the owner of the property (The Landlord) and yourself (The Tenant). You should read the agreement carefully and ensure you understand it fully and if in doubt consult a solicitor. The tenancy agreement places legal obligations on you, some of which are explained below.

The agreement you sign will be an Assured Shorthold, which means that you can stay in the property for the period of the lease (provided you meet all the obligations of the tenancy). If the landlord wishes to end the tenancy you will be given two months notice to quit the premises. You can only leave the property at the end of the period stated in the agreement. (If you wish to leave when the tenancy agreement is due to run out you must notify us in writing, giving a minimum of one months notice prior to the ending of that agreement.) If you vacate the property early and do not give a full months notice **YOU WILL BE RESPONSIBLE FOR THE RENT PAYMENTS FOR THIS PERIOD.**

Everybody living at the property over the age of eighteen must be named on the tenancy agreement. You cannot move anyone into the property unless you have informed us (in writing) and we have permission for you to do so from the landlord.

### **Inspections**

We have an obligation to conduct regular inspections of all tenanted accommodation. Inspections will be every three months and are to ensure the property is not in need of repair and to ensure you are looking after the property. You will be given notification when an inspection is due to be conducted.

### **Faults & Repairs**

If there is a problem with the property you are renting, you must inform us in writing immediately. Failure to do so may mean that you are held partially responsible should the delay result in added deterioration. Once we have been informed of a fault we will contact the landlord and act upon their instructions. You **must not** instruct a contractor to undertake any work; if you do it will be at YOUR own expense.

### **Smoke/Fire & Carbon Monoxide Detectors**

When any such devices are fitted in the property you rent, you have an obligation under section 2.7 of the lease to ensure they are checked regularly and are kept in good working order. If you become aware of a fault you must notify ourselves immediately.

### **Decorating**

Should you wish to make any changes to the property, you must inform us in writing and wait until permission is given before any work commences.

### **Deposits**

We require a deposit for every tenancy. This deposit is refundable only after you have vacated the property and provided that:

- Your rent is paid up to date.
- All bills relating to the tenancy have been paid.
- The property has been well maintained.
- The items listed on the inventory are all present and in good condition.
- The property is clean and tidy throughout

The landlord and ourselves must be satisfied with the property before the deposit is refunded.

### **Rent**

As a tenant you are responsible for ensuring the rent is paid in full and on time. We have facilities to enable you to establish a standing order which will mean payments being taken directly from your bank.

Note: Should the landlord or ourselves incur any costs as a result of a late payment in rent, this cost may be passed on to yourself.

### **Insurance**

The landlord is responsible for insuring the property and any items which belong to them and are left in the property. YOU must insure your own belongings. The landlord and ourselves cannot be held responsible for any loss suffered by yourself whatever the circumstances.

### **Not At Home!**

If you are going to be away from the property for more than three days at any one time you must inform us in writing. The property being unoccupied may affect the house insurance and we may have to take steps to protect the property.

### **Vacating**

You must vacate the property on the agreed date (usually the last day of the tenancy agreement). We will make an appointment to meet you at the property where we will take meter readings and take the keys. We will require forwarding address; we will contact you at this address when we are able to release the deposit.

### **Pets**

You cannot have any pets unless we have permission from the landlord in writing. You must consult us prior to obtaining a pet and submit a written request to have a pet stating age/type/breed.

### **Finally**

We do hope you will be happy in the property. If we can help in any way please do not hesitate to contact us.

*Please make sure that you;  
pay the rent on time  
look after the property  
notify us of any problems immediately.*

We do advise you to read your tenancy agreement carefully, if there is anything you are not sure about please ask us to explain.

