



# XENIA LETTINGS

## Assured Shorthold Tenancy Agreement

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This Agreement is subject to any manuscript amendments following negotiation between the Landlord and Tenant in relation to this Property. Such amendments will be signed or initialled by the parties prior to the grant of this tenancy.

The Tenant understands that the Landlord will be entitled to recover possession when the Term ends.

The Tenant agrees that they have received the following documents

- How to Rent' guide produced by HM Government (England only)
- Energy Performance Certificate (EPC) for your property
- A current Gas Safety Certificate for your property—if there is a gas supply
- A copy of the electrical installation inspection report for your property
- Details of the scheme with which your Deposit will be registered, including details as to how you will recover your Deposit on your departure
- A checklist of the key Deposit registration information generally described as 'Prescribed Information' (to be provided within 30 days of paying your Security Deposit)

## ASSURED SHORTHOLD TENANCY AGREEMENT

This Agreement is made on the 12th December 2025

### Between:

- a) 'The Landlord'; and
- b) **of** 'The Tenant'

### 1. INTERPRETATION

1.1. In this agreement the following words and phrases shall bear the following meanings:

Permitted Occupier(s)	
Guarantor(s)	
Premises	
Building	
Rent	As set out in Schedule 3
Deposit	£0.00 to be held as a security against a breach of any of the Tenant's obligations in this Agreement inclusive of any holding deposit paid;
Commencement Date	
Expiration Date	
Tenant's Email	

1.2. The parties further agree that in this agreement the following words and phrases shall bear the following meanings:

- 1.2.1. 'Act of Parliament' means any act of Parliament and includes a reference to amended or replacement legislation and to subordinate legislation made under such Acts of Parliament.
- 1.2.2. 'Agent' means Xenia Lettings Limited of Sinclair, 300 St. Marys Road, Garston, Liverpool, L19 0NQ
- 1.2.3. 'Agreement' means this tenancy agreement.
- 1.2.4. 'Common Parts' means the areas which the Landlord designates and has access and use of under the Headlease or freehold including all passageways, internal and external drives, landscaped areas, stairways, lifts and other service installations and common areas within the Building which do not exclusively serve the Premises or which are not demised pursuant to the leases of other units within the Building.
- 1.2.5. 'TDS' means The Deposit Scheme as detailed in the Prescribed Information in Schedule 2.
- 1.2.6. 'Fixtures and Fittings' mean any of the Landlord's contents, including but not limited to all items contained in the Inventory and signed on behalf of the parties at the commencement of the Agreement or any items replacing them, including reference to any of the fixtures, fittings, furnishings or effects, floor, ceiling and wall coverings.
- 1.2.7. 'Headlease' means any superior lease to the Premises if applicable.
- 1.2.8. 'ICE' is an Independent Case Examiner of the TDS.
- 1.2.9. 'Insurable Risks' means fire, storm, tempest and such other perils that are included in the Landlord's insurance policy if affected.

- 1.2.10. 'Inventory' means the document drawn up prior to the commencement of the Term by the Landlord, the Agent or an inventory clerk detailing the Landlord's property contained within the Premises at the start of the Term.
- 1.2.11. 'Joint and Several' means that jointly the Tenants are responsible for the payment of all Rent and all liabilities falling upon the Tenants during the Term or any extension of it. Individually each Tenant is also responsible for payment of all Rent and all liabilities falling upon the Tenants as well as any breach of the Agreement.
- 1.2.12. 'Outstanding Deposit' means the amount stated as the Outstanding Deposit detailed in Schedule 3
- 1.2.13. 'Relevant Persons' mentioned in the Prescribed Information pages at Schedule 2 means any other person or company paying the Deposit on behalf of the Tenant, e.g. a local authority, parent, or Guarantor. Relevant Persons will be given details of the scheme with which the Deposit will be registered.
- 1.2.14. 'Services' shall mean all gas, electricity, water and sewerage services consumed on or supplied to the Premises during the Term and for all charges made for the use of the telephone (if any), and Internet service (if any) during the Term. This includes standing charges and other similar charges and VAT, as well as charges for actual consumption. For the avoidance of doubt this does not include a TV License which the Tenant shall obtain themselves if they wish to use a TV in the Premises.
- 1.2.15. 'Schedule of Condition' means the document prepared at the outset of the Term detailing the condition of the Premises. The Schedule of Condition and Inventory may form one document.
- 1.2.16. 'Tenancy' shall mean the tenancy created by this Agreement.
- 1.2.17. 'Term' means the period from and including the Commencement Date to and including the Expiration Date and thereafter from month-to-month and until terminated by either party serving a notice on the other in accordance with this Agreement.

## **2. Tenancy**

- 2.1. The Landlord lets to the Tenant the Property for the Term at the Rent.
- 2.2. The Landlord further allows access and use of the Common Parts in accordance with the Headlease (if applicable). The Landlord may at any time and in their sole discretion amend, increase or reduce the areas designated as Common Parts.
- 2.3. The Landlord agrees that the Permitted Occupiers may reside at the Premises so long as the Permitted Occupiers agree that they will be bound by all the terms of this Agreement apart from the payment of Rent. The Tenant will arrange and facilitate written acceptance to all the terms of this Agreement apart from the payment of Rent by the Permitted Occupiers if requested by the Landlord or Agent.
- 2.4. The Tenant shall pay to the Agent the Rent payable in advance as set out in Schedule 3 for the Term. The first such payment to be made on the signing of this Agreement for the period from the Commencement Date until the next Rent payment date. The Rent is inclusive of all costs for Services.
- 2.5. The Tenant shall be notified in writing the correct account details for payment of Rent by the Landlord or Agent. The Landlord or Agent may vary the account details upon written notice to the Tenant.
- 2.6. This Agreement shall not take effect until the Tenant has paid the Deposit and first payment of Rent in accordance with this Agreement. The Tenant shall have no right to occupy the Premises until both payments under this clause have been paid.

- 2.7. It is a condition of this Agreement that the Tenant, Permitted Occupiers and any other occupiers of the Premises are over the age of 18 (unless approved in writing prior to entering into this Agreement) and at all times maintain a right to rent in accordance with and as defined by the Immigration Act 2014 (where applicable).
- 2.8. The Tenant shall provide all satisfactory documentation to allow the Landlord to verify the Tenant's identity and to satisfactorily perform any right to rent immigration checks required. In the event these documents are not provided or not to the Landlord satisfaction this Agreement will not take effect and the Tenant is not permitted to occupy the Premises.
- 2.9. This Agreement is intended to create an Assured Shorthold Tenancy as defined by Section 19A of the Housing Act 1988 as amended and shall take effect subject to the provisions for recovery of possession provided for by virtue of Section 21 of that Act.
- 2.10. The Tenancy shall include the Landlord's Fixtures and Fittings in the Premises this includes, amongst other things, all matters specified in the Inventory.
- 2.11. If more than one Tenant is party to this Agreement all Tenants shall be Jointly and Severally liable.
- 2.12. In the event of a default by the Tenant(s) of any of their obligations or responsibilities under the Agreement, the Guarantor(s) (if any) shall become immediately liable to remedy said default. In the event of multiple Guarantors, each shall be Joint and Severally liable.

### **3. Deposit**

- 3.1. The Deposit shall be paid by the Tenant or Relevant Person to the Agent upon the signing of this Agreement by way of a security deposit.
- 3.2. Upon the Tenant vacating the Premises and after deduction of all agreed or authorised deductions, the balance of the Deposit shall be refunded to the Tenant or Relevant Person.
- 3.3. The Deposit will be held under the terms of TDS of which the Agent is a registered member.
- 3.4. The Agent will protect the Deposit within 30 days of the commencement of the Term or receipt of the Deposit, whichever is later, and give to the Tenant and to any Relevant Person a copy of the Prescribed Information together with details of the scheme applicable to the registration of the Deposit.
- 3.5. Any interest earned on the holding of the Deposit will belong to the TDS.
- 3.6. The Deposit has been taken for the following purposes:
  - 3.6.1. Any fees or other monies that the Agent is entitled to recover from the Tenant pursuant to the Agreement.
  - 3.6.2. Any Rent or other money due or payable by the Tenant under the Agreement of which the Tenant has been made aware and which remains unpaid after the end of the Term. This will include a fee which any Agent is entitled to recover from the Tenant.
  - 3.6.3. Any damage, or compensation for damage, to the Premises, its Fixtures and Fittings, or for missing items for which the Tenant may be liable, subject to an apportionment or allowance for fair wear and tear, the age and condition of each, and any such item at the commencement of the Term, insured risks and repairs that are the responsibility of the Landlord.
  - 3.6.4. The reasonable costs incurred in compensating the Landlord for, or for rectifying or remedying any breach by the Tenant of the Tenant's obligations under the Agreement, including those relating to the cleaning of the Premises and its Fixtures and Fittings, and contents.
  - 3.6.5. Any unpaid accounts for Services or other similar services or Council Tax incurred at the Premises for which the Tenant is liable.

- 3.7. At the end of the Term the Landlord or Agent must tell the Tenant within ten working days of the end of the Term if they propose to make any deductions from the Deposit.
- 3.8. If there is no dispute the Landlord or Agent will keep or repay the Deposit, according to the agreed deductions and the conditions of the Agreement. Payment of the Deposit or any balance of it will be made within ten working days of the Landlord and the Tenant agreeing the allocation of the Deposit.
- 3.9. The Tenant should inform the Landlord or Agent in writing if the Tenant intends to dispute any of the deductions required by the Landlord or the Agent from the Deposit within ten working days of the Landlord or Agent having complied with the requirements of clause 3.7. The ICE may regard failure to comply with the time-limit as a breach of the rules of The DPS and if later asked to resolve any dispute, the ICE may refuse to adjudicate in the matter.
- 3.10. In the event of multiple Tenants comprising the Tenant, each of them agrees with the other(s) that any one of them may consent on behalf of all the others to use alternative dispute resolution through the DPS and to deal with any dispute about the Deposit at the end of the Term.
- 3.11. If, after ten working days following notification of a dispute to the Landlord/Agent and reasonable attempts having been made in that time to resolve any differences of opinion, there remains an unresolved dispute between the Landlord and the Tenant over the allocation of the Deposit the dispute will (subject to 4.3 below) be submitted to the ICE for adjudication. All parties agree to co-operate with the adjudication process.
- 3.12. The rights of the Landlord, the Agent and of the Tenant to take legal action through the County Court remain unaffected by clause 3.11 above.
- 3.13. If there is a change of Landlord during the Term, the Tenant shall consent to the transfer of the amount of the Deposit (or the balance of it) to the purchaser or transferee of the Premises at which point the Landlord shall be released from any further claim or liability in respect of the Deposit or any part of it, recognising that the Deposit is protected and will continue to be protected by the DPS.
- 3.14. The Landlord shall not be obliged to refund the Deposit or any part of the Deposit on any change in the person or persons who for the time being comprise 'the Tenant'.
- 3.15. Where more than one person is comprised for the time being in the expression 'the Tenant', the Deposit may be repaid to any one Tenant and this repayment shall discharge the Landlord from any further liability in respect of the amount so repaid.

#### **4. Property left at Property after Term**

- 4.1. Any goods or personal effects belonging to the Tenant, Permitted Occupier or members of the Tenant's household which shall not have been removed from the Premises within 14 days after the expiry of the Term or termination of the Tenancy created by this Agreement shall be deemed to have been abandoned provided that the Landlord shall have used his reasonable endeavours to give written notice of the same to the Tenant.
- 4.2. In such circumstances the Landlord shall be entitled to dispose of such abandoned goods or personal effects as he shall see fit. The Tenant shall in any event indemnify the Landlord for any costs incurred by the Landlord in connection with the removal, storage or sale of such items.
- 4.3. The Tenant shall pay by way of damages to the Landlord any additional expenses which the Landlord shall have reasonably incurred in checking the Inventory and Schedule of Condition if the same could not reasonably be finalised until any goods or personal effects belonging to the Tenant have been removed from the Premises.

## **Tenants Obligations**

### **5. Payments**

#### **5.1. The Tenant agrees to pay the Landlord:**

- 5.1.1. The Rent according to the terms of this Agreement whether formally demanded or not.
- 5.1.2. Interest at the rate of 3% per annum above the Bank of England base rate from time to time on any Rent or other money payable under this Agreement remaining unpaid for more than 14 days after the day on which it became due.
- 5.1.3. Any costs of collection of late Rent including the costs of any third party instructed by the Landlord or Agent to collect late payments.
- 5.1.4. The cost of replacing any lost key(s) or other security device(s) by the Tenant. In the event that the loss of any key(s) other security devices(s) by the Tenant results in any locks needing to be changed/replaced, the Tenant will pay the costs of a locksmith, new lock and replacement keys. The Tenant will also pay the costs of Landlord/Agent at £15 plus VAT per hour for arranging any replacements or changes to the keys, locks or security devices or any work/action required.
- 5.1.5. The Landlord's costs in re-letting the property as well as all Rent due under this Agreement until the start date of the replacement tenancy in the event the Tenant wishes to end their Tenancy prior to the Expiration Date. For the avoidance of doubt the Tenant is bound to pay all Rent for the full Term and comply with their obligations under this Agreement however the Landlord/Agent may in their sole discretion allow a replacement tenant to be found.
- 5.1.6. All cost inclusive but not limited to Landlord/Agents costs, third party costs or any other costs as a result of the Tenants failure to comply with the terms of this Agreement.
- 5.1.7. The costs of the Landlord/Agent in the event that the Tenant requests a variation, assignment or novation of this Agreement including but not limited to preparation and execution of new legal documents. The Tenant also agrees to pay the costs associated with taking landlord's instructions, new tenant referencing and Right-to-Rent checks, deposit registration as well as the preparation and execution of new legal documents.

#### **5.2. The Tenant will be responsible for the cost of any TV License if required.**

### **6. Repair and Cleaning**

#### **6.1. The Tenant agrees with the Landlord:**

- 6.1.1. To keep the interior of the Premises including any Fixtures and Fittings in good repair and condition throughout the Term (excepting only those installations which the Landlord is liable to repair under Section 11 of the Landlord and Tenant Act 1985) and also to keep the interior of the Premises in good decorative order and condition throughout the Term (damage by fire excepted unless the same shall result from any act or omission on the part of the Tenant or any person residing or sleeping in or visiting the Premises).
- 6.1.2. To use the Premises in a tenant-like manner and to take reasonable care of the Premises including any Fixtures and Fittings and to keep the Premises and any Fixtures and Fittings in a clean and tidy condition throughout the Term.
- 6.1.3. To make good all damages, breakages, and losses to the Premises, the Building and their Fixtures and Fittings and contents that may occur during the Term caused by the act or omission of the Tenant, Permitted Occupier or any person who is residing or sleeping in or visiting the Premises (with the exception of fair wear and tear).
- 6.1.4. To keep all electric lights in good working order and in particular to replace all fuses, bulbs,



fluorescent tubes and fluorescent starter switches as and when necessary.

- 6.1.5. To replace all broken glass in the Building promptly with the same quality glass, where the Tenant, Permitted Occupier or any person who is residing or sleeping in or visiting the Premises causes the breakage.
- 6.1.6. To notify the Landlord promptly, and in writing, as soon as any repairs and other matters falling within the Landlord's obligations to repair the Premises or the Fixtures and Fittings come to the notice of the Tenant.
- 6.1.7. Upon the Landlord or the Landlord's Agent giving the Tenant written notice requiring the Tenant to carry out any repairs or other works for which the Tenant is responsible under this Agreement, to carry out the same within a reasonable time.
- 6.1.8. To wash and clean all items that may have become soiled during the Term.
- 6.1.9. To clean and disinfect any and all showerheads in the Premises every six months.
- 6.1.10. To keep clean the windows inside and outside of the Premises, where safe access is possible.
- 6.1.11. Keep all Common Parts to the Building clear and not to obstruct, keep or leave anything in them.
- 6.1.12. To take all reasonable precautions to prevent condensation and damp by keeping the Premises adequately ventilated and heated.

## **7. Access and inspection**

### **7.1. The Tenant agrees with the Landlord:**

- 7.1.1. To permit the Landlord, or any superior Landlord, or the Landlord's Agent or contractors or those authorised by the Landlord, upon giving at least 24 hours' notice in writing (except in an emergency) to enter the Premises at all reasonable times for the purpose of inspection and repair, to include inspection and repair to any adjoining or neighbouring Premises.
- 7.1.2. To permit the Premises to be viewed during the last two months of the Term at all reasonable times upon previous appointment during normal working hours made by any person who is or is acting on behalf of a prospective purchaser or tenant of the Premises who is authorised by the Landlord or the Agent to view the Premises and to erect 'For Sale' or 'To Let' boards at their discretion.
- 7.1.3. To indemnify the Landlord for any loss incurred by the Landlord as a result of the Tenant failing to keep a previously agreed appointment with any third party at the Premises.

## **8. Insurance**

### **8.1. The Tenant agrees with the Landlord:**

- 8.1.1. Not to do anything which might cause the Landlord's policy of insurance on the Premises or on the Fixtures and Fittings, to become void or voidable or causes the rate of premium on any such policy to be increased. The Tenant will indemnify the Landlord for any sums from time to time paid by way of increased premium and all reasonable expenses incurred by the Landlord in or about any renewal of such policy rendered necessary by a breach of this provision. The Tenant's belongings within the Premises are the sole responsibility of the Tenant and are not covered by any insurance policy maintained by the Landlord.
- 8.1.2. The Tenant will promptly notify the Landlord or the Landlord's Agent of any defect to the Premises, for example in the event of loss or damage by fire, theft or other causes (whether or not caused by the act, default or neglect of the Tenant) of which the Tenant becomes aware.

## **9. Assignment, Novation and Surrender**

- 9.1. The Tenant agrees with the Landlord not to assign, underlet (or) part with or share the possession of the Premises and not to permit any persons other than the person named as the Tenant or any Permitted Occupiers to occupy or reside in the Premises without the Landlord's written consent. Not to take in lodgers or paying guests without the Landlord's written consent. Where such consent is given the Tenant will pay to the Agent a fee to amend this Agreement in accordance with clause 5.1.7

## **10. Illegal, immoral usage**

- 10.1. The Tenant agrees with the Landlord:
  - 10.1.1. Not to use the Premises for any illegal, immoral or improper use.
  - 10.1.2. Not to use or consume in or about the Premises any drugs mentioned in the Misuse of Drugs Act 1971 or any other controlled substances, the use of which may from this time on be prohibited or restricted by any Act of Parliament.
  - 10.1.3. Not to keep any dangerous or inflammable goods, materials, or substances in or on the Premises apart from those required for general household use.
- 10.2. Not to use the Premises or allow others to use the Premises in a way which causes a nuisance, annoyance, or damage to neighbouring, adjoining or adjacent Premises, or to the owners or occupiers of them. This includes any nuisance caused by noise.
- 10.3. The Tenant agrees not to use the Premises in any manner which might lead to it becoming licensable under any part of the Housing Act 2004 without the Landlord's express written consent.

## **11. Utilities**

- 11.1. The Tenant agrees with the Landlord not to tamper or interfere with or alter or add to the gas, water or electrical installations or meters in or serving the Premises.
- 11.2. The Tenant agrees to make only reasonable use of the utilities and communications services consistent with ordinary residential use.

## **12. Animals and pets**

- 12.1. Not to keep any domestic animals or birds in the Premises without the prior written consent of the Landlord. At the end of the Term, the Tenant agrees to have the Premises cleaned to a standard commensurate with the condition of the property at the commencement of the Term.
- 12.2. Where such consent is given the Tenant will pay to the Agent a fee to amend this Agreement in accordance with clause 5.1.7.

## **13. Usage**

- 13.1. The Tenant agrees to use the Premises for the purpose of a private residence only in the occupation of the Tenant and not for business purposes. The Tenant further agrees not to register a business or company at the Premises

## **14. Locks**

- 14.1. The Tenant agrees not to install or change any locks in the Premises and not to procure the cutting of additional keys for the locks previously installed without the Landlord's prior written consent, such consent not to be unreasonably withheld.
- 14.2. If, in breach of this Agreement, any additional keys are made the Tenant shall provide these to the Landlord together with all remaining original keys at the expiration or sooner termination of the this Agreement.



- 14.3. If any lock is installed or changed in the Premises without the Landlord's prior written consent, then to remove that lock if required by the Landlord and to make good any resulting damage.
- 14.4. Where due to any act or default by the Tenant it is reasonable for the Landlord to replace or change the locks in the Premises, the Tenant shall indemnify the Landlord for any reasonable costs that may be incurred.

## **15. Fixtures and Fittings and gardens**

- 15.1. The Tenant agrees not to remove any of the Fixtures and Fittings or any other item belonging to the Landlord from the Premises.
- 15.2. The Tenant further agrees to comply with all statutory requirements upon the Tenant in respect of the Premises and contents. This includes (but is not limited to) not bringing into the Premises any furniture, furnishings or personal items that do not comply with the Furniture and Furnishings (Fire) (Safety) Regulations 1988.
- 15.3. If applicable, to keep the garden, patio, paths, balcony or terrace, (if any), in a neat and tidy condition, swept where necessary and weeded. To maintain any lawns, trees and shrubs. Not to alter the layout of the garden.

## **16. Alterations and redecoration**

- 16.1. The Tenant agrees:
  - 16.1.1. Not to decorate or to make any alterations in or additions to the Premises and not to cut, maim, puncture or injure any of the walls, partitions or timbers of the Premises without the Landlord's prior written consent, such consent not to be unreasonably withheld. Where such consent is given the Tenant will pay to the Agent a fee to amend this Agreement in accordance with clause 5.1.7.
  - 16.1.2. Not to affix any items to the walls of the Premises either internally or externally using glue, nails, picture hooks, sticky tape or other adhesive substance without the Landlord's prior written consent, such consent not to be unreasonably withheld.
  - 16.1.3. Not to permit any waste, spoil or destruction to the Premises.
  - 16.1.4. Not to damage the Premises or the Building.
  - 16.1.5. Not to place or exhibit any aerial, satellite dish, notice, advertisement, sign or board on the exterior of the Premises or in the interior of the same without first obtaining the Landlord's written consent, such consent not to be unreasonably withheld, and where such consent is granted, to meet all costs of installation, removal and thereafter make good any resultant damage.

## **17. Empty Premises**

- 17.1. The Tenant agrees that before leaving the Premises vacant for any continuous period of two weeks or more during the Term, to provide the Landlord or the Agent with reasonable notice at least 5 days before the start of the vacant period and shall state the actual dates over which the Tenant will be absent.
- 17.2. The Tenant agrees to ensure that they take reasonable precautions to prevent freezing, burst pipes or other damage.
- 17.3. The Tenant agrees to ensure that at all times when the Premises are vacant, all external doors and windows are properly locked or are otherwise properly secured and that any alarm is activated and that any control number is not changed without the consent of the Landlord, such consent not to be unreasonably withheld.
- 17.4. If the Premises are vacant for a period of over two weeks, the Tenants will ensure that they will run the water from all outlets in the Premises for one minute before consuming or otherwise using

the water.

## **18.Drains**

### **18.1. The Tenant agrees:**

- 18.1.1. Not to overload, block up or damage any of the drains, pipes, wires, cables or any apparatus or installation relating to the utilities serving the Premises or Building.
- 18.1.2. Not to permit oil, grease or other harmful or corrosive substances to enter any of the sanitary appliances or drains within the Premises or Building.
- 18.1.3. To clear any stoppages or blockages when any occur in any of the drains, gutters, downpipes, sinks, toilets or waste pipes and ventilation ducts which serve the Premises or Building, if they are caused as a result of the Tenant's negligence and/or misuse.
- 18.1.4. Where safe to do so and reasonably possible to keep the drains, gutters and pipes of the Premises or Building free from obstruction and clear of any leaves or debris.

## **19.Within the Premises and Common Parts**

### **19.1. The Tenant agrees to**

- 19.1.1. Not hang anything over the doors of the Building including but not limited to coat hooks or hanging mirrors.
- 19.1.2. Not change or in any way alter the shower head or other plumbing equipment of the Building.
- 19.1.3. Not have use or have in the Building any floor standing heaters.
- 19.1.4. Not remove or tamper with any fire safety equipment (Smoke Detectors/Fire Blanket/signage) nor prop open any fire doors.
- 19.1.5. Not turn off the extractor fan for any bathrooms.
- 19.1.6. Not tamper with the window safety features.
- 19.1.7. Exercise caution when using curling irons, irons or similar appliances and ensure that they are switched off after use.
- 19.1.8. Use the cooker hood extractor fan when cooking.
- 19.1.9. Not overload power sockets within the Building.
- 19.1.10. To not have any guests unless they have been signed in at reception of the building. The Tenant also agrees to ensure that upon the guest leaving that they will also be signed out at reception.
- 19.1.11. Not to have gatherings of more than 6 people unless it has been preauthorised by the Landlord or Agent in advance.
- 19.1.12. To not allow any other person to follow the Tenant or guest into the Building who is not authorised to do. The Tenant also agrees not to allow any person access to the Building unless they are sure that they are authorised to do so.
- 19.1.13. Not to tamper with any ceiling tiles of the Building.
- 19.1.14. Not to use the emergency exits unless in the event of an emergency.
- 19.1.15. Ensure that parcels delivered to the Building will have Tenant's name is clearly visible on the package. The Tenant agrees that Landlord and Agent has the right to refuse parcels should they not be clearly labelled or if they are excessively large or heavy or if previous parcels have not been collected.

19.1.16. Collect all parcels from reception within 48 hours unless it has been pre-arranged with the Agent's staff.

19.1.17. Evacuate themselves and any guest from the building should the fire alarm sound.

19.1.18. Not use the emergency out of hours number except for emergencies and not to use the number for any other purpose.

## **20. Agents Staff**

20.1. The Tenant agrees that they will not in any way act in a way which may be considered abusive or threatening to other residents, Landlord, Agent or any staff member. In the event of abusive or threatening behaviour, the Tenant understands that the police may be called and all reasonable steps will be taken to prevent and/or prosecute any individual who acts contrary to this clause.

## **21. Washing**

21.1. The Tenant agrees not to hang any washing, clothes or other articles outside the Premises or otherwise than in such place as the Landlord may designate or permit and not to hang or place wet or damp articles of washing upon any item or room heater.

## **22. Costs and charges**

22.1. The Tenant agrees

22.1.1. To indemnify the Landlord from loss arising from a claim that may be brought against the Tenant as a consequence of a breach by the Tenant of any covenant contained in this Agreement. Such loss shall be deemed to include any charges which the Landlord may reasonably incur in connection with proceedings in a court of law against the Tenant but without prejudice to a Tenant's right to have such costs assessed by the relevant court.

22.1.2. To indemnify the Landlord for any loss incurred by the Landlord or his Agent resulting from the dishonouring of any cheque issued by the Tenant or by a third party on the Tenant's behalf or for any loss arising from the cancellation or non-completion of a standing order payment by the Tenant or the Tenant's bankers.

## **23. Refuse**

23.1. The Tenant agrees to remove all rubbish from the Premises and to place the same within the dustbin or receptacles provided and in the case of any dustbins to ensure that all rubbish is placed and kept inside a plastic bin liner before placing in such dustbin.

## **24. Smoking**

24.1. The Tenant agrees not to smoke or permit any guest or visitor to smoke tobacco or any other substance including E-cigarettes in the Premises or Building.

## **25. Inventory and check-out**

25.1. The Tenant shall indemnify the Landlord or Landlord's Agent for any loss arising from the failure of the Tenant to keep a mutually agreed appointment to complete the check-out procedures at the termination or sooner ending of the Tenancy which, for the avoidance of doubt, shall include indemnifying the Landlord or Landlord's Agent for any costs incurred in arranging a second check-out appointment. If the Tenant does not keep the second appointment, any assessment made by the Landlord or the Landlord's Agent shall be final and binding on the Tenant.

25.2. At the end of the Term, the Tenant agrees

25.2.1. To vacate the Premises and give vacant possession. The Premises and its content must at the end of the Term be in the same good and clean state of repair and decoration as the Premises was in at the commencement of the Term (fair wear and tear excepted). The tenant must pay for the repair or replacement of any items of the Fixtures and Fittings which have been damaged, destroyed or lost.

- 25.2.2. To remove all of their furniture and other goods from the Premises. The Tenant may be liable for damages if they leave items at the Premises which prevent the Landlord from making use of or re-letting the Premises, or if the Landlord incurs costs in relation to such items (for example, reasonable charges for removal or storage).
- 25.2.3. To return all sets of keys/Fobs to the Landlord by 2pm on the day of vacating the Premises, otherwise all reasonable costs of gaining entry to the Premises and securing the Premises will be borne by the Tenant.
- 25.2.4. To provide a forwarding address at the end of the Term, if requested by the Landlord.

## **26. Notices**

- 26.1. The Tenant agrees to promptly forward to the Landlord or his Agent any notice of a legal nature delivered to the Premises touching or affecting the Premises, its boundaries or neighbouring properties.

## **27. Headlease**

- 27.1. If applicable the tenant agrees to observe all of the non-financial covenants on the part of the Landlord (as lessee under the headlease) as set out in the Headlease of the Premises a copy of which can be provided to the Tenant upon request.

## **28. Smoke alarms and Carbon Monoxide detectors**

- 28.1. The Tenant agrees to keep all smoke alarms and Carbon Monoxide detectors in good working order and in particular to replace all batteries as and when necessary and to check the alarms and Carbon Monoxide detectors monthly to ensure that they work.
- 28.2. The Tenant shall not burn any solid fuel in the Premises without the prior, written consent of the Landlord.

## **29. Immigration Act**

- 29.1. If the Tenant has a time limited Right to Rent in the United Kingdom as defined by the Immigration Act 2014, the Tenant shall, upon receipt of any communication touching or concerning their residency status in the United Kingdom from a relevant government department or body, advise the Landlord or his Agent of such and shall provide to them upon request copies of any such written communication.

## **Landlords Obligations**

### **30. Quiet enjoyment**

- 30.1. The Landlord agrees that so long as the Tenant is paying the Rent when due and performing and observing the obligations on the Tenant's part contained in this Agreement shall peaceably hold and enjoy the Premises during the Term without any unlawful interruption by the Landlord or any person rightfully claiming under, through or in trust for the Landlord.

### **31. Insurance**

- 31.1. The Landlord will insure the Premises and the Fixtures and Fittings specified in the Inventory and Schedule of Condition to their full value with a reputable insurance company normally covered by a householder's comprehensive policy.

### **32. Interest and consents**

- 32.1. The Landlord confirms that they are the owner of the leasehold or freehold interest in the Premises and that all consents necessary to enable them to enter this Agreement (whether from superior landlords, mortgagees, insurers or others) have been obtained.

### **33. Repair**

- 33.1. The Landlord agrees to keep in repair and proper working order all mechanical and electrical items including all washing machines, dishwashers and other similar mechanical or electrical appliances belonging to the Landlord as are included in the Inventory provided that this Agreement shall not be construed as requiring the Landlord to carry out any works for which the Tenant is liable by virtue of his duty to use the Premises and the equipment and effects in a tenant-like manner.

### **34. Safety regulations**

- 34.1. The Landlord shall ensure that:
- 34.1.1. The Fixtures and Fittings within the Premises complies with the Furniture and Furnishings (Fire) (Safety) Regulations 1988 as amended in 1993.
  - 34.1.2. The gas appliances comply with the Gas Safety (Installation and Use) Regulations 1998 and that a copy of the Safety Check Certificate will be given to the Tenant when signing this Agreement.
  - 34.1.3. The electrical appliances at the Premises comply with the Electrical Equipment (Safety) Regulations 1994 and the Premises are compliant with The Smoke and Carbon Monoxide Alarm (England) Regulations 2015 at the start of the Term.

### **35. Legionella**

- 35.1. The Landlord is responsible for ensuring that the Premises are compliant with Health and Safety Executive form ACOP L8 'The Control of Legionella Bacteria in Water Systems' at the start of, and throughout, the Term. This is done via the Landlord ensuring that a Legionella risk assessment has been completed and, if necessary, making any required changes to the water system of the Premises.

### **36. Repair**

- 36.1. Sections 11–16 of the Landlord and Tenant Act 1985 (as amended by the Housing Act 1988) apply to this Agreement. These require the Landlord to keep in repair the structure and exterior of the Premises (including drains, gutters, and pipes) and keep in repair and proper working order the installations in the Premises for the supply of water, gas, electricity, sanitation, and for space and water heating. The Landlord will not accept responsibility for charges incurred by the Tenant that might otherwise be the Landlord's responsibility, except in the case of an emergency.

36.2. The Landlord shall take all reasonable steps to ensure that the Premises shall comply with the Homes (Fitness for Human Habitation) Act 2018.

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## **General Terms**

### **37. Joint responsibility**

- 37.1. It is mutually agreed that any agreement or obligation on the part of the Tenant (howsoever expressed) to do or not to do any particular act or thing shall also be construed as an obligation on the part of the Tenant not to permit or allow the same act on the part of any other person(s).

### **38. Reimbursement**

- 38.1. Where the Landlord is entitled to do anything at the cost or expense of the Tenant and thereby incurs a loss, then the Tenant shall pay by way of damages the loss so suffered by the Landlord promptly and when requested so to do failing which the Landlord may treat his loss as a deductible sum from the Deposit in accordance with clause 3 hereof at the end of the Term.

### **39. Data protection and confidentiality**

- 39.1. The Tenant's personal data, which will be processed in the execution of this Agreement will be handled in accordance with the General Data Protection Regulation (EU) 2016/679. Further details regarding this processing activity is set out in the associated Privacy Notice, which can be found at: <https://www.xenialettings.com/privacy-policy/>

### **40. Council Tax**

- 40.1. The Landlord shall be responsible for Council Tax in respect of the Premises so long as the Tenant remains a student.
- 40.2. If the Tenant ceases to be a student and only then, unless otherwise agreed in writing with the Landlord, the Tenant will agree to pay any applicable Council Tax in respect of the Premises for the duration of the Term regardless of legal liability for the Council Tax. If the Council Tax billing authority bills the Landlord for Council Tax for the Premises and other property together, the Tenant agrees to pay a proportionate share of the Council Tax. If the Tenant qualifies for a discount or an exemption from Council Tax it is the responsibility of the Tenant to apply for this.

### **41. Forfeiture**

- 41.1. If at any time the Rent or any part of the Rent shall remain unpaid for 14 days for a Tenancy in England and 7 days for a Tenancy in Wales after becoming payable (whether formally or legally demanded or not); or if any agreement or obligation on the Tenant's part shall not be performed or observed; or if the Tenant shall become bankrupt or enter into a Voluntary Arrangement with his Creditors; or if any of the grounds listed in Schedule 2 of the Housing Act 1988 as amended by the Housing Act 1996 apply, being Ground 2, 7A, 8, 10, 11, 12, 13, 14, 15 or 17; then the Landlord may re-enter upon the Premises provided he has complied with his statutory obligations and has obtained a court order and at that time the Tenancy shall end, but the Landlord retains the right to take action against the Tenant in respect of any breach of the Tenant's agreements and obligations contained in this Agreement.

### **42. Interruptions to the Tenancy**

- 42.1. The Landlord has taken insurance to cover loss of rent and/or alternative accommodation of the Tenant in the event of an Insured Risk which results in Premises being destroyed or made uninhabitable.
- 42.2. If the Premises are destroyed or made uninhabitable by any Insured Risk, Rent will cease to be payable until the Premises are reinstated; unless insurance monies are not recoverable because of any act or omission by the Tenant, his family, friends or visitors; or the insurer pays the costs of re- housing/alternative accommodation for the Tenant.
- 42.3. If the Premises are not made habitable within one month, either party to this Agreement may terminate this Agreement by giving immediate written notice to the other party following which it will end and no further obligations under it will be performable by either party save that either

party may pursue the other for breaches of this agreement which pre-date said termination.

#### **43. Notices**

- 43.1. The Landlord notifies the Tenant pursuant to Sections 47 and 48 of the Landlord and Tenant Act 1987 that the address at which notices (including notices in proceedings) may be served upon the Landlord is Landlord or Agent's address in England or Wales
- 43.2. The provisions as to the service of notices in Section 196 of the Law of Property Act 1925 apply and any notices, or documents relating to the deposit protection scheme used in this Agreement, or any other documents related to this Agreement served on the Tenant shall be sufficiently served if sent by ordinary first class post to the Tenant at the Premises or the last known address of the Tenant or left addressed to the Tenant at the Premises. This clause shall apply to any notices or documents authorised or required to be served under this Agreement or under any Act of Parliament relating to the Tenancy.
- 43.3. Service shall be deemed valid if sent by email to Tenant's Email address provided by the Tenant at the start of the Tenancy and which the Tenant has confirmed as being their own.
- 43.4. The Tenant may also serve notice by email to [contact@xenialettings.com](mailto:contact@xenialettings.com) which the Agent has confirmed as being their own.
- 43.5. Both the Tenant and the Agent/Landlord confirm that there are no limitations to the recipient's agreement to accept service by such means as set out in Clause 4.2 of Practice Direction 6A of the Civil Procedure Rules.
- 43.6. If the email is sent on a business day before 16:30 then it shall be deemed served that day; or in any other case, the next business day after the day it was sent.
- 43.7. After the Expiration Date, the Term shall continue on a month- by-month basis until either party shall serve on the other a written notice to bring the same to an end. Such notice, when served by the Landlord, should expire not less than two months after the same shall have been served on the Tenant. In the case of a notice served by the Tenant, such notice should expire no less than one month after service of the same on the Landlord.

#### **44. Miscellaneous**

- 44.1. References to a working day mean a week day excluding Christmas Day, Good Friday and any day which, under the Banking and Financial Dealings Act 1971, is a bank holiday in England and Wales.
- 44.2. The Tenant is responsible for insuring their own belongings, furniture and furnishings in the Premises, and the Landlord will not accept liability for any loss or damage that may occur to the Tenants belongs as a result of use within the Premises unless otherwise agree with the Landlord in writing.
- 44.3. If any term of this agreement is, in whole or in part, held to be illegal or unenforceable to any extent under any enactment or rule of law, that term or part shall to that extent be deemed not to form part of this agreement and the enforceability of the remainder of this agreement shall not be affected.
- 44.4. The section headings in this Agreement are intended for convenience and reference only and are not intended to define, limit, or describe the scope or intent of any provisions of this Agreement.
- 44.5. This Agreement may be signed in any number of separate counterparts, each of which when signed and dated shall be an original, and such counterparts taken together shall constitute one and the same agreement.

#### **45. Jurisdiction**

- 45.1. This Agreement will be subject to the jurisdiction of the Court in England and Wales.

AGREEMENT SIGNED BY THE LANDLORD/AGENT

Signed \_\_\_\_\_

Name: \_\_\_\_\_

Position: \_\_\_\_\_

Signed by the Landlord/Agent on behalf of all Landlords listed in the Agreement.

AGREEMENT SIGNED BY THE TENANT(S)

Signed \_\_\_\_\_

Name: \_\_\_\_\_

Signed \_\_\_\_\_

Name: \_\_\_\_\_

Signed \_\_\_\_\_

Name: \_\_\_\_\_

## Schedule 1 Deed of Guarantee

This Deed of Guarantee is made on the

Between:

- a) 'The Landlord'; and
- b) **of** 'The Guarantor'

in relation to the property at: 'the Premises'

IT IS AGREED BETWEEN THE PARTIES AS FOLLOWS:

1. The Guarantor agrees to guarantee ('the Tenant') as the Tenant of the Premises upon the terms and conditions of the Tenancy agreement attached ('the Agreement').
2. The Guarantor agrees to reimburse and compensate the Landlord for any loss, damage, costs or other expenses arising either directly or indirectly out of any breach of the Agreement.
3. The obligations of the Guarantor specified at clause 2 above will continue for any extension or continuation of the Agreement whether as a renewal of a fixed term or as a periodic Tenancy; and will include any increase in the Rent agreed between the Landlord and the Tenant or imposed by statute under a Section 13 Notice of the Housing Act 1988 provided the Guarantor is notified of the increase by the Landlord or any person acting on his behalf.
4. This Guarantee is irrevocable and shall continue beyond the Guarantor's death or bankruptcy throughout the period that the Property is occupied by the Tenant or any licensee and is not limited to the term specified in the Agreement.
5. If the Tenant defaults during the initial term or any extension, renewal or continuation of this Agreement or the Tenant is declared bankrupt and the Tenant's Trustee in Bankruptcy elects to disclaim the Agreement then on written demand the Guarantor will cover and compensate the Landlord against all losses, claims, liabilities, costs and expenses arising out of or in connection with that default or disclaimer or incurred by the Landlord in connection with the default or disclaimer.
6. The Guarantor's liability under the Guarantee will be joint and several with the Tenant which means that each will be responsible for complying with the Tenant's obligations under the Agreement both individually and together. The Landlord may seek to enforce these obligations and claim damages against the Tenant, the Guarantor, or both of them under the Agreement and the Guarantee.
7. The obligations of the Guarantor under the Guarantee will not be cleared or affected by any act, neglect, leniency, or giving of time by the Landlord endeavouring to obtain payment or in the enforcement of the Tenant's covenants.
8. The Guarantor's liability will continue if the Tenant surrenders any part of the Property in respect of the part not surrendered. Any liability accumulated at the date of Surrender will continue unaffected.
9. The Guarantor's liability shall continue if the Guarantor is a company and the company changes ownership, alters the name of the Guarantor, or is amalgamated with any other company or organisation throughout the period that the Property is occupied by the Tenant or any licensee and is not limited to the Term specified in the Agreement.

10. This Guarantee shall continue throughout the period that the Property is occupied by the Tenant (or any one person who forms the Tenant) or any licensee and is not limited to the Term specified in the Agreement.
11. The Guarantee will not be invalidated if one or more of the original persons forming the Tenant to whom the Tenancy is granted abandons the Property or surrenders their interest in the Tenancy provided that at least one of the original persons forming the Tenant or their licensees or assignees remains in possession.
12. In this Guarantee the following definitions apply:
- 12.1. 'Guarantor' is the person responsible for discharging the Tenant's obligations if the Tenant defaults whether the Landlord elects to pursue the Tenant or not.
- 12.2. 'Joint and Several' means that the Guarantor will be liable with the Tenant to pay all rent and any debt arising from any breach of this Agreement until all debt is paid in full.
13. The Landlord and the Guarantor agree that the laws of England and Wales shall apply to the Guarantee and to the Agreement.

SIGNED BY THE AGENT FOR AND ON BEHALF OF  
THE LANDLORD AS A DEED AND DELIVERED BY:

Signed

\_\_\_\_\_

Name:

\_\_\_\_\_

In the presence of

Witness name:

\_\_\_\_\_

Signature of Witness:

\_\_\_\_\_

Dated:

\_\_\_\_\_

SIGNED BY THE GUARANTOR AS A DEED AND  
DELIVERED BY:

Signed

\_\_\_\_\_

Name:

\_\_\_\_\_

In the presence of

Signature of Witness:

\_\_\_\_\_

Witness name:

\_\_\_\_\_

Dated:

\_\_\_\_\_



#### Experian Rental Exchange Fair Processing Notice

Xenia Lettings Ltd will report your rental payment information to Experian's Rental Exchange. The inclusion

of rental payment history within Experian credit reports allows you to establish or build credit history through timely rental payments without having to take on further debt and will help you to access finance and prove your identity. Not only will we be able to work with you more closely to manage your existing tenancy agreement, your track record as a tenant will enable Experian to use the information supplied to them in the future to assist other landlords and organisations to:

assess and manage any new tenancy agreements you may enter into;  
assess your financial standing to provide you with suitable products and services;  
manage any accounts that you may already hold, for example reviewing suitable products or adjusting your product in light of your current circumstances;  
contact you in relation to any accounts you may have and recovering debts that you may owe;  
verifying your identity, age and address, to help other organisations make decisions about the services they offer;  
help to prevent crime, fraud and money laundering;  
screen marketing offers to make sure they are appropriate to your circumstances;  
for Experian to undertake statistical analysis, analytics and profiling,  
and for Experian to conduct system and product testing and database processing activities, such as data loading, data matching and data linkage.

If you would like to see more information on these, and to understand how the credit reference agencies each use and share rental data as bureau data (including the legitimate interests each pursues) this information is provided in this link: [www.experian.co.uk/crain](http://www.experian.co.uk/crain) (Credit Reference Agency Information Notice (CRAIN)). (For a paper copy, please get in touch with us or with Experian using the contact details in this letter).

We will continue to exchange information about you with Experian while you have a relationship with us. We will also inform Experian when your tenancy has ended and if you have outstanding rental arrears Experian will record this outstanding debt. Experian will hold your rental data for the time limits explained in CRAIN (section 7). Rental data falls into the Identifiers (e.g. your name, address, date of birth) and financial account categories (i.e. tenancy account, rental payment information).

We and Experian will ensure that your information is treated in accordance with UK data protection law, so you can have peace of mind that it will be kept secure and confidential and your information will not be used for prospect marketing purposes.

If you would like advice on how to improve your credit history you can access independent and impartial advice from [www.moneyadvice.service.org.uk](http://www.moneyadvice.service.org.uk) (you can get a copy of your Statutory Credit Report by visiting [www.experian.co.uk/consumer/statutory-report](http://www.experian.co.uk/consumer/statutory-report)).

If you are unhappy with anything relating to Rental Exchange, please contact us on the contact details above. You also have the ability to get in touch with the Information Commissioner's Office. More information about this can be found using this link here: <https://ico.org.uk/concerns/>.

DATE:

PRINT NAME:

SIGNATURE

## **Schedule 2 Prescribed Information for Assured Shorthold Tenancies**

**Under the Housing Act 2004, the landlord is required to give the following information to the tenant and anyone who paid the deposit on the tenant's behalf (a Relevant Person) within 30 days of receiving the deposit. This is to ensure that tenants are made aware of their rights during and at the end of the Tenancy regarding the deposit.**



(a) The scheme administrator of the Tenancy Deposit Scheme is:

**The Dispute Service Limited**

West Wing, First Floor

Maylands Building

200 Maylands Avenue

Hemel Hempstead

Herts HP2 7TG

Phone 0300 037 1000

Email [deposits@tenancydepositscheme.com](mailto:deposits@tenancydepositscheme.com)

Web [www.tenancydepositscheme.com](http://www.tenancydepositscheme.com)

(b) A leaflet entitled *What is the Tenancy Deposit Scheme?*, which explains the operation of the provisions contained in sections 212 to 215 of, and Schedule 10 to, Housing Act 2004, must accompany this document when given to the tenant and any relevant person.

(c) The procedures that apply under the scheme by which an amount in respect of a deposit may be paid or repaid to the tenant at the end of the Tenancy are set out in the scheme leaflet: *What is the Tenancy Deposit Scheme?*, which accompanies this document.

(d) The procedures that apply under the scheme where either the landlord or the tenant is not contactable at the end of the Tenancy are set out in the Scheme Leaflet: *What is the Tenancy Deposit Scheme?*

(e) The procedures that apply where the landlord and the tenant dispute the amount of the deposit to be paid or repaid are summarised in the Scheme Leaflet *What is the Tenancy Deposit Scheme?* More detailed information is available on: [www.tenancydepositscheme.com](http://www.tenancydepositscheme.com).

(f) The facilities available under the scheme for enabling a dispute relating to the deposit to be resolved without recourse to litigation are set out in the Scheme Leaflet: *What is the Tenancy Deposit Scheme?* More detailed information is available on: [www.tenancydepositscheme.com](http://www.tenancydepositscheme.com).

**(i) THE DEPOSIT**

The amount of the deposit paid is

**(ii) ADDRESS OF THE PROPERTY TO WHICH THE TENANCY RELATES**

**(iii) DETAILS OF THE LANDLORD(S)**

**Name(s):**

**Address** C/O Xenia Lettings Ltd, Marsland House, Marshland Road, Sale, Manchester, M33 3AQ

**E mail address:** [Contact@xenialettings.com](mailto:Contact@xenialettings.com)

**Telephone number:** 0161 974 3575

**(iv) DETAILS OF THE TENANT(S)**

**Name:**

**Address (Lead Tenant)**

**E mail address:**

**Mobile number:**

**Contact details for the tenant(s) to be used at the end of the Tenancy**

**Name:**

**Address**

**E mail address :**

**Mobile number :**

Please provide the details requested in **(iv)** for **each tenant** (there is a continuation sheet for this purpose).

**(v) RELEVANT PERSON'S CONTACT DETAILS**

If there is a relevant person (i.e. anyone who has arranged to pay the deposit on the tenant's behalf) the details requested in (iv) must be provided for them, as part of the Prescribed Information. Use the continuation sheet for this purpose.

**(vi) CIRCUMSTANCES WHEN THE DEPOSIT MAY BE RETAINED BY THE LANDLORD**

The circumstances when all or part of the deposit may be retained by the landlords by reference to the terms of the Tenancy are set out in clause(s) A of the Tenancy agreement. No deduction can be paid from the deposit until the parties to the Tenancy agreement have agreed the deduction, or an award has been made by TDS or by the court.

**(vii) CONFIRMATION**

The landlord certifies and confirms that:

- a) the information provided is accurate to the best of my/our knowledge and belief and
- b) I/we have given the tenant the opportunity to sign this document by way of confirmation that the information is accurate to the best of the tenant's knowledge and belief.

**Signed by or on behalf of**

**the landlord**

**Signed by the tenant(s)**

**Name**

*Responsibility for serving complete and correct Prescribed Information on each tenant and relevant person is the responsibility of the member and the landlord. The Dispute Service Limited does not accept any liability for a member's or landlord's failure to comply with The Housing Act 2004 and/or The Housing (Tenancy Deposits) (Prescribed Information) Order 2007.*

**Prescribed Information for Assured Shorthold Tenancies (Continuation Sheet)**

Tick one of the following:

- The information below relates to a Tenant ☐
- The information below relates to a Relevant Person ☐

**First line of address of the property to which the Tenancy relates**

**(iv) CONTACT DETAILS**

**Name:**

**Address**

**E mail address:**

**Mobile number:**

**Details of the Tenant(s) contact details to be used at the end of the Tenancy**

*(This section only needs to be completed for a tenant, **not** a relevant person)*

**Name :**

**Address**

### Schedule 3 Rent and schedule of payment.

<b>Rent</b>	£ per week
<b>Tenancy Type</b>	Rent is payable on a four-weekly basis
<b>Payment schedule:</b>	£ on or before the 1 <sup>st</sup> of every month with the first payment due upon signing this agreement for the Term.

### Deposit

In accordance with the booking terms and conditions the Tenant has already paid a holding deposit as detailed below.

Deposit	£0.00
Holding deposit already paid	£0.00
Outstanding Deposit	£