

VIZARD RUSSELL

TERMS AND CONDITIONS

REFERENCES

Bank, business, credit, previous tenancy and other references may be obtained from the tenants and the owner's approval sought before proceeding with the tenancy.

TENANCY AGREEMENT

The administration/holding fee is due when applying for the property. See SCHEDULE OF FEES..

DEPOSITS

Vizard Russell are members of the TENANCY DEPOSIT SCHEME. Normally a deposit equivalent to one months rent plus £100 will be taken from the tenant and held by Vizard Russell to cover possible dilapidation's, damages and contractual breaches. Interest is not be payable on the deposit money held.

Tenancy is subject to satisfactory references and approval of the Landlord and/or the Agent who reserve the right to decline any prospective tenant for any reason unless the Tenancy Agreement has been signed by all relevant parties and full deposit paid. If the tenant does not proceed with the tenancy the administration fee is forfeited. If the Landlord or his Agent withdraws the offer of tenancy the administration fee will be refunded in full. If the referencing service declines any of the applicants the administration fee is not refunded.

Deposits may not be used to pay the last months rent. Repayment is after the property is vacated with deductions for any dilapidation's, damages, and charges and with permission from the Landlord.

TENANTS STATUS

Tenants must advise their Landlord or Vizard Russell of any changes of status that may affect their ability to pay the rent. i.e. self employed, working employed, receipt of housing benefit, rent assistance etc.

INVENTORY

An inventory is usually prepared prior to letting of the property. The tenants sign receipt of this and have seven days to advise the Landlord or their Agent of any variances. A charge to the tenant is made for checking the inventory on vacating the property. The charge will be dependent upon the size of the property as detailed overleaf. Charges may be made for cleaning, repairs or the replacement of missing/broken items. Tenants must advise of any problems that might cause potential dilapidations.

PAYMENT OF RENT

Rent is payable in advance, no later than the due date. Payments should be by standing order or cash. Any other basis must be made 5 working days prior to the due date to allow for the funds to clear. There is an £18 charge for each late payment.

INSPECTION OF PROPERTY

Property inspections will be carried out by appointment at regular intervals, usually to take place one month after initial occupation and quarterly thereafter. Inspection reports will be sent to the owner.

INSURANCE

The landlord is responsible for the insurance of the building and any contents of his own at the property. The tenant is responsible for all their personal items and possessions and landlords fixtures and fittings.

COUNCIL TAX

Council tax and water rates are the responsibility of the tenant, except where agreed otherwise. Payments must be paid directly to the local authority in the prescribed form.

UTILITIES

Charges for gas/oil, electricity and telephone etc are the tenant's responsibility for the period of the tenancy or any agreement made. All accounts must be transferred into the tenant's own name.

CLEANING

On vacating the property, the tenant should leave the premises in a clean and tidy condition. Where this is not the case commercial cleaners will do this at the tenant's expense.

GARDEN

Garden maintenance is the responsibility of the tenant unless agreed otherwise with the Landlord or Agent

TERMINATION OF TENANCY

Tenants must always give a minimum of one month's written notice from a rent due date even if this is the end of the tenancy stated in the agreement.

CALL OUT CHARGE

If a tenant is locked out of a property outside office hours and is successful in calling out a member of staff a £18.00 charge will be payable.

SMOKING

There is no smoking allowed in any of our properties without prior consent from the Landlord.

SCHEDULE OF FEES

Non refundable Admin/holding fee	per person	£106.38 + vat = £125.00
Six month contract fee/renewal		£51.06 + vat = £60.00
Twelve month contract fee/renewal		£85.11+ vat = £100.00
Call out/ late rent charge	each event	£15.32 +vat = £18.00
Checking out fee	per person	£40.00 + vat = £47.00

Admin/holding fee is due with initial application. Initial contract fees/renewals are due before the start of each new contract. First months rent and deposit in cleared funds prior to commencement of tenancy. All other charges will be applied on vacating property.

We hereby agree to the terms and conditions above..

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Date.....