

Produced by
Pain Smith Solicitors *for* College and County

AGREEMENT FOR AN ASSURED SHORTHOLD TENANCY

Important Notice

This document contains the Terms of the Tenancy of . It sets out the promises made by the Tenant and the Landlord to each other. You should read this document carefully and thoroughly. You should also ask to be shown copies of any document referred to in this Agreement. Once signed and dated this Agreement will be legally binding and may be enforced by a court. Make sure that it does not contain terms with which you do not agree with and that it does contain everything you want to form part of the Agreement. Both parties are advised to obtain confirmation in writing when the Landlord gives the Tenant consent to carry out any action under this Agreement.

If you are in any doubt about the content or effect of this Agreement, we recommend that you seek independent legal advice before signing.

Initials: _____ (Landlord) _____ (Tenant)

THIS AGREEMENT IS MADE on - DATE.....

The Parties to this Agreement and the Premises

THIS AGREEMENT IS MADE BETWEEN

A.

of

(“the Landlord”)

AND

(“the Tenant(s)”)

AND IS MADE IN RELATION TO PREMISES AT:

(“the Premises”)

insert full name of Premises and anything specifically excluded or included in the Tenancy e.g. car space garage etc

The Main Terms of the Tenancy

1. Term of Tenancy

The Landlord lets to the Tenant the Premises for a period of on an **Assured Shorthold** Tenancy Agreement. The Tenancy shall start on and include the and shall end on and include the . **but subject to break clause, if applicable.**

2. The Rent

The Tenant shall pay to the Agent £ per month, (“the Rent”) payable in advance. The first payment of **£AMOUNT** must be cleared funds **on the signing of this agreement / by an agreed date / 7 days before the start date of the Tenancy.** Thereafter from (insert month), payments are due on the first of each month, and will be taken between the 1st and the 5th of the month by direct debit.

3. The Deposit

The Tenant shall pay to the Agent, on the signing of this Agreement, £ (“the Deposit”) as a Deposit which shall be held by the Agent as stakeholder. The Agent is a member of the Tenancy Deposit Scheme. At the end of the Tenancy, the Agent shall return the Deposit to the Tenant subject to the possible deductions set out in this Agreement.

4. Fixtures and Fittings

The Tenancy shall include the Fixtures and Fittings in the Premises including all matters specified in the Inventory and Schedule of Condition.

5. Type of Tenancy

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 the recovery of possession set out in section 21 of that Act.

Initials: _____ (**Landlord**)

_____ (**Tenant**)

6. **Dealing with the Deposit**

The following clauses set out:

- (a) what the Landlord or Agent will do with the Deposit monies paid by the Tenant under clause 3 above;*
- (b) what the Tenant can expect of the Landlord, or the Agent, when the Landlord, or the Agent, deals with the Deposit;*
- (c) the circumstances in which the Tenant may receive less than the sum paid to the Landlord, or the Agent, as a Deposit at the conclusion of the Tenancy; and*
- (d) the circumstances in which other monies may be requested from the Tenant.*

- 6.1. The Landlord or the Agent shall place the Deposit in a nominated Client account as soon as reasonably practicable. Any interest earned on the Deposit shall be retained by the Agent, and used to cover administration costs.
- 6.2. After the Tenancy the Landlord or the Agent on the Landlord's behalf is entitled, **with the written consent of the Tenant**, to deduct from the sum held as the Deposit any monies referred to in clause 6.6 of this Agreement. If more than one such deduction is to be made by the Landlord or the Agent, monies will be deducted from the Deposit in the order listed in clause 6.6.
- 6.3. The Agent shall notify the Tenant in writing of any deduction to be made under this Agreement. That notice shall specify the amounts to be deducted and the reasons for any deductions to be made. No deduction will be made from the Deposit without the written consent of both parties.
- 6.4. After the end of the Tenancy the Agent shall return the Deposit, except in case of dispute subject to any deductions made under this Agreement, within thirty days of the end of the Tenancy except in case of dispute. If there is more than one person forming the Tenant, the Landlord or the Agent may, with the written consent of the Tenant, return the Deposit by cheque to the Tenant at his last known address.
- 6.5. If the amount of monies that the Landlord or the Agent is entitled to deduct from the Deposit under this Agreement exceeds the amount held as the Deposit, the Landlord or the Agent may require the Tenant to pay that additional sum to the Landlord or the Agent within 30 days of the Tenant receiving that request in writing.
- 6.6. **The Landlord or Agent may with the written consent of the Tenant deduct monies from the Deposit (as set out in clause 3) to compensate the Landlord for losses caused for any or all of the following reasons:**

- any damage, or compensation for damage, to the Premises and 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 tenancy, insured risks; and repairs that are the responsibility of the Landlord;
- the reasonable costs incurred in compensating the Landlord for, or for rectifying or remedying any major breach by the Tenant of the Tenant's obligations under the Tenancy Agreement, including those relating to the cleaning of the Premises and its Fixtures and Fittings;
- any damage caused or cleaning required due to pets, animals, reptiles, birds, or fish occupying the Premises (whether or not the Landlord consented to its presence);
- any accidental damage caused by the Tenant, his family or visitors regardless of the cause;

Initials: _____ (Landlord) _____ (Tenant)

- any sum repayable by the Landlord or the Agent to the local authority where housing benefit or Local Housing Allowance has been paid direct to the Landlord, or the Agent, by the local authority;
- any other breach by the Tenant of the terms of this Agreement;
- any instalment of the Rent which is due but remains unpaid at the end of the Tenancy;
- any unpaid account or charge for water including sewerage and environmental charges, electricity, gas or other fuels used by the Tenant in the Premises;
- any unpaid council tax;
- any unpaid telephone charges.

6.7 The Tenant shall not be entitled to withhold the payment of any instalment of Rent or any other monies payable under this Agreement on the ground that the Landlord, or the Agent, holds the Deposit or any part of it.

Protection of the Deposit

6.8 The Deposit is safeguarded by the Tenancy Deposit Scheme, which is administered by:

The Dispute Service Ltd
PO Box 1255
Hemel Hempstead
Herts HP1 9GN

Tel 0845 226 7837
Email deposits@tds.gb.com
Fax 01442 253193

At the end of the Tenancy

- 6.9 The Agent must tell the Tenant as soon as practicable after the end of the Tenancy if they propose to make any deductions from the Deposit.
- 6.10 If there is no dispute the Agent will keep or repay the Deposit, according to the agreed deductions and the conditions of the Tenancy Agreement. If agreement cannot be reached any of the parties can refer the matter to the Tenancy Deposit Scheme for adjudication up until ninety days after the end of the Tenancy.
- 6.11 The statutory rights of the Landlord and the Tenant to take legal action through the County Court remain unaffected by clauses 6.9 and 6.10 above.
- 6.12 The Tenant agrees that the first named person forming the Tenant on the Tenancy Agreement will act as the head tenant ("the Head Tenant"). The Head Tenant will be responsible for dealing with the return of the Deposit. All correspondence will go to the Head Tenant and it will be their responsibility to pass this information on to the rest of the group forming the Tenant. The Deposit will be returned to the Head Tenant, who will hold it in trust for the other persons forming the Tenant. The Deposit will be paid into the Head Tenant's given bank account unless the group forming the Tenant advises College and County in writing of an alternative arrangement.
- 6.13 To provide a forwarding address for the return of the Deposit before the end of the Tenancy. To avoid doubt this is the address that the Deposit will be turned to on behalf of all persons forming the Tenant. That person will hold the Deposit on trust for any other person forming the Tenant.

Initials: _____ (Landlord) _____ (Tenant)

Obligations of the Tenant

The following clauses set out what is expected of the Tenant during the Tenancy in addition to the main Terms found in this Agreement. If any of these terms are broken, the Landlord, or the Agent, may be entitled to deduct monies from the Deposit, claim damages from the Tenant, or seek the court's permission to have the Tenant evicted from the Premises because of the breach.

General

- 7.1 Any obligation upon the Tenant under this Agreement to do or not to do anything shall also require the Tenant not to permit or allow any licensee or visitor to do or not to do that thing.
- 7.2 To be responsible and liable for all the obligations under this Agreement as a joint and several Tenant if applicable, as explained in the Definition of the Tenant.
- 7.3 To agree to provide a valid passport to the Landlord or the Agent for a photocopy to be taken and retained by the Agent for their records according to the Immigration Act 2014. The Tenant has been made aware that if relevant any visa will be checked with the Home Office or other relevant organisation prior to the start of the Tenancy and upon the date that renewal of the visa arises if applicable.
- 7.4 To pay for any accidental damage caused by the Tenant his family, visitors, contractors caused by the Tenant his family, visitors, contractors or others at the Property howsoever caused within fourteen days of written demand. To avoid doubt it is agreed that if the Tenant fails to pay the outstanding sum it will be a deduction from the Deposit at the end of the Tenancy.

Paying Rent

- 8.1 To pay the Rent as set out in clause 2 of this Agreement whether or not it has been formally demanded. The Rent shall be paid by the Tenant by direct debit. Payment by any other means will incur an £15.00 surcharge to cover administration costs.
- 8.2 To pay interest on any payment of Rent not made as set out in clause 2 of this Agreement. Interest is payable from the date on which the Rent was due until the date on which the Rent is actually paid. The interest rate will be 4% above the Bank of England Base Rate.

Further Charges to be paid by the Tenant

- 9.1 To pay the council tax (or any similar charge which replaces it) for the Premises either directly to the local authority, or by paying that sum to the Landlord, or the Agent, where the Landlord, or the Agent, has paid that sum to the local authority (whether legally required to do so or not) within 14 days of receiving a written request for such monies.
- 9.2 To pay all charges falling due for the following services used during the Tenancy and to pay such proportion of any standing charge for those services that reflects the period of time that this Agreement was in force:
- gas;
 - water (including sewerage and other environmental services);
 - electricity;
 - any other fuel charges;
 - telecommunications.
- 9.3 To pay to the Landlord, or the Agent, all reasonable costs and expenses, incurred by the landlord or awarded by the Court, for the following:

Initials: _____ (Landlord) _____ (Tenant)

14.17 Not to barbecue on or in any balcony, roof terrace, communal gardens or areas apart from those designated for the purpose.

14.18 Not to smoke or permit any guest or visitor to smoke tobacco or any other substance in the Premises without the Landlord's or the Agent's prior consent. If in breach of this clause, the Tenant smokes or allows smoking in the Premises, to pay for the cleaning of the carpets and curtains, washing down of walls and redecoration if necessary to rid the Premises of the odour of nicotine.

Utilities

15.1 To notify the suppliers of gas, water, electricity, other fuel and telephone services to the Premises that this Tenancy has started.

15.2 To apply for the accounts for the provision of those services to be put into the name(s) of the Tenant.

15.3 Not to tamper, interfere with, alter, or add to, the installations or meters relating to the supply of such services to the Premises. This includes the installation of any pre-payment meter.

15.4 To inform the Landlord, or the Agent, of any change of telephone number promptly upon the Tenant being given the new number.

15.5 To inform the Landlord or the Agent promptly when a utility is being transferred to a new supplier.

15.6 To provide the name, address and account number of the new supplier promptly when a utility is transferred to a new supplier.

15.7 To pay any costs incurred by the Landlord or the Agent in transferring the account back to the original supplier at the end of the Tenancy.

15.8 To pay to the Landlord all costs incurred in the re-connection of any service (including any arrears of payment) following disconnection of any service whether caused by the Tenant's failure to comply with clause 9.2 or by anything done or not done by the Tenant.

15.9 To arrange for the reading of the gas, electric and water meter, if applicable, at the end of the Tenancy and the departure of the Tenant from the Premises.

15.10 To pay all outstanding accounts with the utility service providers during and at the end of the Tenancy.

15.11 To permit the Landlord or the Agent at the termination or earlier ending of the Tenancy to give the forwarding address of the Tenant to the suppliers of the service providers set out in clause 15.1 and to the local authority.

Animals and Pets

16.1 Not to keep any animals or birds (whether domestic or otherwise) in the Premises without the prior consent of the Landlord or the Agent which will not be unreasonably withheld.

16.2 To agree that if consent is granted it may be withdrawn upon the Landlord giving reasonable notice.

16.3 To pay to the Landlord or the Agent £300.00 within 14 days of receiving such written consent. Such payment will be added to any Deposit held as being subject to the rules of this Agreement.

Initials: _____ (Landlord)

_____ (Tenant)

19.4 To allow any person(s) authorised by the Landlord or his Agent if applicable access to the Premises for the purpose of attending to the garden.

19.5 Not to lop, prune, remove or destroy any existing plants, trees or shrubs, unless it is required to keep the garden in good order without the consent of the Landlord or the Agent which will not be unreasonably withheld.

House Plants and Annual Plants

20.1 To avoid any doubt the Tenant will not be under any obligation to pay for or to replace any house plant or annual plants in the garden that has been left in or on the Premises, if the houseplant or annual plants has died.

Car Parking

21.1 To park private vehicle(s) only at the Premises.

21.2 To park in the garage, car parking space or driveway allocated to the Premises if applicable.

21.3 To keep any garage, driveway, or parking space free of oil and to pay for the removal and cleaning of any spillage caused by a vehicle of the Tenant, his family, contractors or visitors.

21.4 To remove all vehicles belonging to the Tenant, his family, personal staff, or visitors at the end of the Tenancy.

21.5 Not to park any vehicle at the premises that is not in road worthy condition and fully taxed.

Refuse

22.1 To remove or pay for the removal of all rubbish from the Premises, during and at the end of the Tenancy.

22.2 To place all refuse in a plastic bin liner and put it in the dustbin or receptacle made available.

22.3 To dispose of all refuse through the services provided by the local authority.

Notices

23.1 To forward any notice order or proposal affecting the Premises or its boundaries to the Landlord or his Agent within a reasonable time of receipt of any notice, order, or proposal.

23.2 To forward all correspondence addressed to the Landlord at the Premises to the Landlord or the Agent within a reasonable time.

Inventory and Checkout

24.1 To return a signed copy of the Inventory and Schedule of Condition given to the Tenant at the start of the Tenancy, within 7 days of the commencement date with any written amendments or notes.

24.2 To agree that the check-in of the Inventory and Schedule of Condition given to the Tenant at the start of the Tenancy will be regarded as a true record of the condition of the Premises and will be used to assess all damage for check-out purposes at the end of the Tenancy, if the signed copy with any amendments or alterations referred to in the clause above is not returned to the Landlord or the Agent.

24.3 To allow access for the check of the Inventory and Schedule of Condition at the termination or sooner ending of the Tenancy following receipt of reasonable notice from the Landlord or the Agent.

Initials: _____ (Landlord)

_____ (Tenant)

“Deposit Holder “in the Prescribed Pages means the person, firm or company who holds the Deposit under this Agreement and is a Member of the TDS.

“Relevant Person” in the Prescribed Pages means any person, company or organisation paying the Deposit on behalf of the Tenant such as the local authority, parent or guarantor.

References to the singular include the plural and references to the masculine include the feminine.

The Tenant and Landlord agree that the laws of England and Wales shall apply to this Agreement.

The basis upon which the Landlord can recover possession from the Tenant, during the fixed term, apart from Ground 1, are set out in the Grounds of Schedule 2 of the Housing Act 1988, (as amended) and which are referred to in this Agreement are as follows:

Mandatory Grounds

Ground 1: The Landlord gives notice to the Tenant that possession of the Premises may be sought under Ground 1 of Part 1 of Schedule 2 of the Housing Act 1988 in that:

At some time before the beginning of the Tenancy the Landlord, or in the case of joint Landlords at least one of them, occupied the Premises as his only or principal home; or, the Landlord, or in the case of joint Landlords at least one of them, requires the Premises as his or his spouse’s only or principal home;

Ground 2: The Landlord gives notice to the Tenant that possession of the Premises may be sought under Ground 2 of Part 1 of Schedule 2 of the Housing Act 1988 in that:

The Premises are subject to a mortgage granted before the beginning of the Tenancy and; the mortgagee is entitled to exercise a power of sale conferred on him by the mortgage or by Section 101 of the Law of Property Act 1925; and the mortgagee requires possession of the Premises for the purpose of disposing of it in exercise of that power and; either notice was given as mentioned in Ground 1 above or a Court is satisfied that it is just and equitable to do so.

For the purposes of this Ground “mortgage” includes a charge and “mortgagee” shall be construed accordingly.

Ground 7a: Any of the following conditions is met:

(1) The Tenant, or a person residing in or visiting the Premises, has been convicted of a serious offence, which was committed (wholly or partly) in, or in the locality of, the Premises or was committed elsewhere against a person with a right (of whatever description) to reside in, or occupy housing accommodation in the locality of, the Premises, or which was committed elsewhere against the Landlord or a person employed (whether or not by the Landlord) in connection with the exercise of the Landlord’s housing management functions, and directly or indirectly related to or affected those functions.

(2) The Court has found in relevant proceedings that the Tenant, or a person residing in or visiting the Premises, has breached a provision of an injunction under Section 1 of the Anti-social Behaviour, Crime and Policing Act 2014, other than a provision requiring a person to participate in a particular activity, and the breach occurred in, or in the locality of, the Premises, or the breach occurred elsewhere and the provision breached was a provision intended to prevent conduct that is capable of causing nuisance or annoyance to a person with a right (of whatever description) to reside in, or occupy housing accommodation in the locality of the Premises, or conduct that is capable of causing nuisance or annoyance to a person with a right (of whatever description) to reside in, or occupy housing accommodation in the locality of, the Premises, or conduct that is capable of causing nuisance or annoyance to the Landlord of the Premises, or a person employed (whether or not by the Landlord) in connection with the exercise of the Landlord's housing management functions, and that is directly or indirectly related to or affects those functions.

(3) the Tenant, or a person residing in or visiting the Premises, has been convicted of an offence under section 30 of the Anti-social Behaviour, Crime and Policing Act 2014 consisting of a breach of a provision of a criminal behaviour order prohibiting a person from doing anything described in the order, and the offence involved (a) a breach that occurred in, or in the locality of, the Premises, or (b) a breach that occurred elsewhere of a provision intended to prevent (i) behaviour that causes or is likely to cause harassment, alarm or distress to a person with a right (of whatever description) to reside in, or occupy housing accommodation in the locality of, the Premises, or (ii) behaviour that causes or is likely

Initials: _____ (Landlord) _____ (Tenant)

to cause harassment, alarm or distress to the Landlord, or a person employed (whether or not by the Landlord) in connection with the exercise of the Landlord's housing management functions, and that is directly or indirectly related to or affects those functions.

(4) the Premises is or has been subject to a closure order under section 80 of the Anti-social Behaviour, Crime and Policing Act 2014, and access to the Premises has been prohibited (under the closure order or under a closure notice issued under section 76 of that Act) for a continuous period of more than 48 hours.

(5) the Tenant, or a person residing in or visiting the Premises has been convicted of an offence under section 80(4) of the Environmental Protection Act 1990 (breach of abatement notice in relation to statutory nuisance), or section 82(8) of that Act (breach of court order to abate statutory nuisance etc.), and the nuisance concerned was noise emitted from the dwelling-house which was a statutory nuisance for the purposes of Part 3 of that Act by virtue of section 79(1)(g) of that Act (noise emitted from premises so as to be prejudicial to health or a nuisance).

Condition 1, 2, 3, 4 or 5 is not met if—

(a) there is an appeal against the conviction, finding or order concerned which has not been finally determined, abandoned or withdrawn, or

(b) the final determination of the appeal results in the conviction, finding or order being overturned.

Ground 8 : both at the time of serving the notice of the intention to commence proceedings and at the time of the court proceedings there is (a) at least eight weeks Rent unpaid where Rent is payable weekly or fortnightly; (b) at least two months Rent is unpaid if Rent is payable monthly; (c) at least one quarters Rent is more than three months in arrears if Rent is payable quarterly; (d) at least three months Rent is more than three months in arrears if Rent is payable yearly

Initials: _____ **(Landlord)**

_____ **(Tenant)**

Discretionary Grounds

Ground 10: both at the time of serving the notice of the intention to commence proceedings and at the time of the court proceedings there is some Rent outstanding;

Ground 11: there is a history of persistently late Rent payments;

Ground 12: the tenant is in breach of one or more of the obligations under the tenancy agreement;

Ground 13: the condition of the Property or the common parts has deteriorated because of the behaviour of the tenant, or any other person living at the Property;

Ground 14: the tenant or someone living or visiting the Property has been guilty of conduct which is, or is likely to cause, a nuisance or annoyance to neighbours; Or, that a person residing or visiting the Property has been convicted of using the Property, or allowing it to be used, for immoral or illegal purposes or has committed an arrestable offence in or in the locality of, the Property;

Ground 14ZA: The Tenant or an adult residing in the Premises has been convicted of an indictable offence which took place during, and at the scene of, a riot in the United Kingdom.

Ground 15: the condition of the furniture has deteriorated because it has been ill treated by the tenant or someone living at the Property;

Ground 17: the landlord was induced to grant the tenancy by a false statement made knowingly or recklessly by either the tenant or a person acting at the tenant's instigation.

A. Individually Negotiated Clauses:

1. Smoking

Not to smoke or permit any guest or visitor to smoke tobacco or any other substance in the Premises without the Landlord's or the Agent's prior consent.

If in breach of this clause the Tenant smokes or allows smoking in the Premises to pay for the cleaning of the carpets and curtains, washing down of walls and redecoration if necessary to rid the Premises of the odour of nicotine.

2. Attic/ Loft space

The tenant has no access or use of the attic/loft space and should not be entered at any time.

3. Callouts

Tenants have been made aware that should a contractor be sent out to a property at the tenants request and this is deemed by the contractor as an unnecessary callout, the tenant will be liable for this cost.

4. Professional Cleaning

The tenants agree to ensure the property is professionally cleaned including carpets and the oven, at the end of the tenancy.

5. Immigration Status

It is the tenants responsibility to immediately inform College and County of any changes to their immigration status.

Initials: _____ **(Landlord)**

_____ **(Tenant)**

Signatures to the Agreement

DO NOT SIGN THIS AGREEMENT IF YOU DO NOT WANT TO BE BOUND BY IT

SIGNED

By, or for and on behalf of, the
LANDLORD

SIGNED

FIRST TENANT

SIGNED

SECOND TENANT

SIGNED

THIRD TENANT

SIGNED

FOURTH TENANT

**WITNESS'S
SIGNATURE**

**WITNESS'S
NAME AND
ADDRESS**

IMPORTANT NOTE

Once this Agreement has been signed, the Tenant must pay the Stamp Duty Land Tax for this Agreement to the Stamp Office. Failure to pay the Stamp Duty Land Tax within 30 days could result in a fine. Further information can be obtained by telephoning 0845 6030135 or the website (see Definitions).

Initials: _____ **(Landlord)**

_____ **(Tenant)**

At the end of the tenancy

- A.15 The deposit will be released following the procedures set out in clauses 6.1 to 6.13 of the Tenancy Agreement attached.
- A.16 Deductions may be made from the Deposit according to clauses 6.1 to 6.13 of the Tenancy Agreement attached. No deductions can be made from the Deposit without written consent from both parties to the Tenancy Agreement.
- A.17 The procedure for instigating a dispute regarding deductions from the Deposit at the end of the Tenancy is summarised in *What is the tenancy deposit scheme?* Which is attached to this document. More detailed information is available on www.thedisputeservice.co.uk.
- A.18 TDS are specifically excluded under Statutory Instrument from adjudicating where, despite making reasonable efforts to do so, the Landlord or the Agent are unable to contact the Tenant or the Tenant is unable to contact the landlord or the Agent. Under these circumstances the Member must do the following:
 Make every practical effort, over a reasonable period of time but for no longer than it would take for the ICE to resolve a dispute, to contact the former tenant or landlord using information readily available.
 Determine dilapidations. Rent arrears and any other prospective deductions from the Deposit as they would normally do.
 Allocate the Deposit, pay the party who is present as appropriate, and transfer the amount due to the absent Tenant or Landlord to a suitably designated "Client Suspense (bank) Account".
- A.19 A formal record of these activities should be made supported by appropriate documentation.
- A.20 Following sufficient time (usually at least six years) having elapsed from last contact from the absent Tenant or Landlord, the Agent may then donate the amount allocated to them to a suitable registered charity; subject to an undertaking that any valid claim subsequently received by the Agent from the beneficial or legal owner would be immediately met by the Agent from its own resources.
- A.21 Should the absent Tenant or Landlord return within that period and seek to dispute the allocation of the deposit, the ICE may offer to adjudicate.

The Landlord confirms that the information provided to the Agent and the Tenant is accurate to the best of his knowledge and belief and the Tenant has had the opportunity to examine the information. The Tenant confirms he has been given the opportunity to examine this information. The Tenant confirms by signing this document that to the knowledge of the Tenant the information above is accurate to the best of his knowledge and belief.

Signed by the Tenants: _____

Signed by the Landlord/Agent: _____

The Deposit is safeguarded by the Tenancy Deposit Scheme which is administered by:

**The Dispute Service Ltd
PO Box 1255
Hemel Hempstead
Herts HP1 9GN**

Phone 0845 226 7837

Web www.thedisputeservice.co.uk

Fax 01442 253193

The Dispute Service Ltd also offers a service for enabling a dispute relating to the deposit to be resolved without having to go to court.

Initials: _____ (Landlord) _____ (Tenant)