



The HMO Guys

The co-living specialist

ASSURED SHORTHOLD TENANCY AGREEMENT

For a furnished room in a shared house or flat (landlord not resident)

Dated this	17 Nov 2025
The Property ("the Property")	69 Horbury Drive, Bury BL8 2PS
The Room ("the Room")	Room 5. First Floor. Back of House Being the room occupied by the Tenant at the Property
The Landlord ("the Landlord")	Another Space Property Ltd The Landlord also refers to his/her agent, or other person acting on their behalf.
The Agent ("the Agent")	The HMO Guys A Trading Style of: Purple Sand Group Limited Registered Office: 1 Strands Barn, Strands Farm Lane, Hornby, LA2 8JF
The Tenant ("the Tenant")	Blessing Okonkwo The Tenant is referred to as "he" or "his" as appropriate in this agreement, even if the Tenant is female or consists of more than one person. Where the Tenant consists of more than one person, they will all have joint and several liability under this agreement (this means that they will each be liable for all sums due under this agreement, not just liable for a proportionate part). Unless more than one name is detailed above, the room is for single occupancy only.
The Term	6 months beginning on 17 Nov 2025 ("the fixed term"). If the Tenant does not leave at the end of the fixed term, the tenancy will then continue, still subject to the terms and conditions set out in this agreement, from month to month from the end of the fixed term until either the Tenant gives notice that he wishes to end the Agreement as set out in clauses 6 and 7 below, or the Landlord serves on the Tenant notice under Section 21 of the Housing Act 1988, or a new form of Agreement is entered into, or this Agreement is ended by consent or a court order. For the avoidance of doubt the rental period runs from the date on which rent is due to be paid each month.
The Rent:	£ £595 Per calendar month, payable by bank transfer on the 1 st of every month
First Rental Payment:	£ £273.86 Covering from move in date until 30 Nov 2025 Please deduct any holding deposit you have paid from this amount.
Payment Reference and bank details:	Please use the following reference on all payments to our client account: FUG1945 Account Name: Purple Sand Group Ltd t/a The HMO Guys Client Account NatWest Bank: Sort Code: 50-00-00 Account Number: 29946816 If Paying Internationally: IBAN: GB64NWBK50000029946816 Bank Address: NatWest Bank, 216 Bishopsgate, London. EC2M 4BQ



Purple Sand Group Limited

St James House, Pendleton Way, Salford. M6 5FW

T: 0330 043 1170 E: hello@thehmoguyss.com W: www.thehmoguyss.com

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The Deposit	The deposit paid will be registered with an approved deposit scheme within 30 days of receipt in accordance with their rules. Details of this will be sent to via email, and provided on move in. The deposit paid on this tenancy is: £ £350
The Inventory	The list of the Landlord's possessions, by way of the inventory for the Property will be signed by the Landlord and the Tenant, a copy of which will be sent to the tenant for agreement. The tenant will have deemed to have accepted this should he not reply within 14 days.
Maintenance	Any maintenance issues can be reported by using the Artur Online App. This is available to download from the Apple App Store or Google Play Store and can be accessed online at www.arthuronline.co.uk. Details of how to access this will have been emailed to you on your tenancy starting. If you have not received these please contact the office. The system is available 24/7 for the reporting of ROUTINE issues. Any emergencies should be reported on here, and followed up immediately by a telephone call to the office or the out of hours service, details can be found in the hallway of the property you live in.

THIS ASSURED SHORTHOLD TENANCY AGREEMENT comprises the terms and detailed above and the terms and conditions set out below.

Terms and conditions

1. This Agreement is intended to create an Assured Shorthold Tenancy as defined in the Housing Act 1988 (as amended) and the provisions for the recovery of possession by the Landlord in that Act shall apply.
2. Under this Agreement, the Tenant will have exclusive occupation of the Room and will share with other occupiers of the Property and the use and facilities of the Property (including such bathroom, toilet, kitchen and sitting room facilities as may be at the Property). If you break any of the clauses below, we can consider or start eviction proceedings, this includes the rules stated in the Good Housemate / Neighbour Agreement.
- 2.1 It is a condition of this tenancy that the tenant must have a 'Right To Rent' as set out in Section 22 of the Immigration Act 2014
3. **The Tenant:**
 - 3.1 Will pay the rent at the times as set out above.
 - 3.2 Will pay interest at the rate of 3% per annum above the Barclays Bank PLC's base rate on any rent or other money lawfully due from the Tenant which remains unpaid for more than 14 days, interest to be paid from the date the payment fell due until payment.
 - 3.3 Agrees to not change the supplier or provider of any of the services to the property.
 - 3.4 Agrees not to tamper, interfere with, alter or add to the gas water or electrical installations, or meters, either in or serving the premises.
 - 3.5 Agrees not to plug in or use any landline telephones.
 - 3.6 Understands to take care not to cause an overload of the electrical circuits by the inappropriate use of multi socket electrical adaptors or extension cables when connecting appliances to the mains electric systems.
 - 3.7 Agrees not to keep on, or bring into the premises, any flammable or other material or equipment which might reasonably be considered to be a fire hazard, or otherwise dangerous to the premises or the health of its occupants or of the neighbours.
 - 3.8 You agree that you will be held responsible for the behaviour of your guests / visitors to the property at all times.
 - 3.9 Will not to place or fix any aerial, satellite dish, or notice or advertisement or board onto the premises (either externally or internally) without first obtaining the prior consent of the landlord or his agent. Such consent will not be unreasonably withheld.
 - 3.10 Will not make any alteration or addition to or do any redecoration or painting of the Property without the Landlord's prior written consent.
 - 3.11 Will keep the contents of the Property (whether itemised on the inventory or not) and the interior of the Property in a good and clean state and condition and not damage or injure the Property or its contents (fair wear and tear excepted). For the avoidance of doubt, it is specifically agreed that the Tenant will be responsible for all and any damage (allowing for fair wear and tear) caused by any persons permitted by the tenant to sleep in, or visit the property.



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- 3.12 Will take reasonable care to keep any common entrances, halls, stairways, lifts, passageways and any other common parts clean, tidy, free of any obstruction and fit for use by the Tenant and other occupiers and visitors to the Property. No personal items are allowed in the common areas apart from the kitchen, where items used for eating / cooking will be allowed as long as they are safe and in good condition.
- 3.13 Will make good any damage to the Property or the common parts or to the Landlord's fixtures, fittings or furnishings caused by the Tenant or any visitor of the Tenant to the Property, fair wear and tear excepted, and to pay any costs incurred by the Landlord in carrying out such works in default.
- 3.14 Will advise the Landlord or his agent promptly of any disrepair or defect or act of vandalism in respect of the Property or the fixtures, fittings or furnishings and any failure of mechanical or electrical appliances. The Landlord shall repair any damage to the Property or repair or replace any defective fixtures, fittings, furnishings or appliances within a reasonable period of time after being notified by the Tenant, unless the matter is not something for which the Landlord is liable. Any such issues should be reported using the agent's online reporting system.
- 3.15 Will advise the Landlord promptly of any notice or order made affecting the Property.
- 3.16 Will not cause blockage or obstruction to the sinks, basin or toilets, also to the drains and pipes gutters and channels in or about the property and will take all reasonable steps to prevent any part of the water draining and heating systems becoming frozen during the winter months. The Tenant to pay (so far as is reasonable) for all losses suffered by the Landlord and any neighbours as a result of the Tenants' failure to comply with this covenant.
- 3.17 Will take reasonable and prudent steps to adequately heat and ventilate the premises in order to help prevent condensation. Where such condensation may occur, to take care to promptly wipe down and clean surfaces as required from time to time to stop the build-up of mould growth or damage to the premises, its fixtures and fittings.
- 3.18 Agrees not to turn off any extractor fans in bathrooms, or bedrooms which have been installed by the landlord.
- 3.19 Will not use any form of heating other than the heating system provided without the Landlord's prior written consent and not use any oil, LPG gas fires or electric heaters.
- 3.20 Agrees to be responsible for making sure any electrical item you or your guests bring into the household are safe to use.
- 3.21 Agrees not to change, alter, add to or otherwise damage any locks or bolts on the premises (except in the case of an emergency) without the prior consent of the landlord or his agent.
- 3.22 Agrees to take adequate precautions to keep the premises, including its external doors or windows, locked, and secured, when the premises are empty.
- 3.23 Will take reasonable precautions to keep the premises free of infestation by vermin, rodents, or animal fleas. Where such infestation occurs as the result of action or inaction on behalf of the tenants, to be responsible for the appropriate costs in rectifying and/or removing the causes of such an infestation.
- 3.24 Will be responsible for arranging and paying the premiums for any insurance cover in respect of the Tenant's own personal possessions. Understands the responsibility to purchase a TV licence if required by law for services used.
- 3.25 Will notify the landlord or the landlord's agent should he leave the room vacant for a period of 30 days or more, either in advance or, in the case of emergency, as soon as possible. The tenant is responsible for securing the property adequately when leaving it unattended.
- 3.26 If the tenant leaves the room unoccupied for 7 consecutive days or more, on return, will flush through the taps and shower by running continuous water.
- 3.27 Understands, not do anything on or at the Property which
- (a) may be or become a nuisance or annoyance to any other occupiers of the Property or owners or occupiers of adjoining or nearby premises and/or
 - (b) is illegal, immoral or criminal and/or
 - (c) may in any way affect the validity of the insurance of the Property and its contents or cause an increase in the premium payable by the Landlord. The Tenant to pay (so far as is reasonable) for all losses suffered by the Landlord as a result of the Tenants' failure to comply with this covenant.
 - (d) Causes nuisance, annoyance, harassment or is intimidating to tenants, staff, contractors or other visitors.
- 3.28 You understand that you must not do anything in the property or locality which will cause distress. You must not inflict violence or threaten violence against any other person living with you or in the locality.
- 3.29 Will not to store or keep on the premises or any communal car park any boat, caravan or commercial vehicle without the prior consent of the landlord or his agent.
- 3.30 Will not repair cars, motorcycles, vans or other commercial vehicles at the premises apart from general maintenance, from time to time, to a vehicle of which the tenant is the registered keeper.
- 3.31 Will not allow or keep any pet or any kind of animal at the Property without the Landlords prior consent
- 3.32 Will not smoke inside the Property or permit others to smoke. If smoking outside, to close nearby external doors and windows to prevent smoke drifting inside the Property. To dispose of cigarette butts appropriately, in suitable containers.



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- 3.33 Will not use any illegal drugs (which are or become prohibited or restricted by statute) in, or within the grounds of, the Property.
- 3.34 Will use the Property as a private residence only. This means the Tenant must not carry out any profession, trade or business at the Property and must not allow anyone else to do so. Working from home is acceptable.
- 3.35 Will not assign, sublet, charge or part with or share possession or occupation of the Room at the Property (but see clauses 5 and 6 below).
- 3.36 Agrees to keep and notify the agent of any post for the Landlord or agent as soon as is reasonably possible.
- 3.37 Understands this a professional only household, should the tenant lose their employment they must notify The HMO Guys and will have one month to find new employment or two months' notice to leave will be issued – subject to statute.
- 3.38 Will pay the Landlord's reasonable costs and expenses reasonably incurred because of any breaches by the Tenant of his obligations under this Agreement.
- 3.39 Will allow the Landlord or anyone with the Landlord's permission to enter the Room at reasonable times of the day to inspect its condition and state of repair, carry out any necessary repairs and gas inspections, or during the last month of the term, show the Property to prospective new tenants or purchasers, provided the Landlord has given 24 hours written notice beforehand (except in emergency)
- 3.40 Agrees that, In order to comply with the requirements of the Party Walls etc. Act 1996 (but only upon appropriate formal written notice), to permit the owner of a neighbouring property, or their authorised workman or their professional advisor, access to the landlord's premises in order to carry out any work required to the premises or their neighbouring property under the Party Walls etc. Act 1996.
- 3.41 Will allow meter readings to be collected as near to the last day of the month as possible, during standard office hours.
- 3.42 Will allow access for the cleaning of the communal areas.
- 3.43 Understands that Friends/family/partners (guests) can stay in your room for a maximum of 2 nights per week with the approval of your housemates. Guests under the age of 18 are not allowed. The tenant will ensure that their guests cooperate with the terms of this agreement.
- 3.44 Will during the last 2 months of the fixed term (and not later than thirty days before the end of the fixed term), tell the Landlord whether he intends to stay in the Property or whether he intends to leave at the end of the fixed term.
- 3.45 Will return the Property and its contents at the end of the Term in the same clean state and condition it/they was/were in at the beginning of the Term, with the landlords furniture and effects and all items on the inventory (if any) in the same rooms that they were at the start of tenancy. The Tenant will not be responsible for fair wear and tear caused during normal use of the Property and its contents or for any damage covered by and recoverable under the insurance policy effected by the Landlord.
- 3.46 Will pay for cleaning of the Room if the room left untidy or unclean, and understands a charge will be made for removal of items left behind.
- 3.47 You are not permitted to bring your own white goods such as a fridge or freezer or Air Fryers.
- 3.48 Will provide the Landlord with a forwarding address when the tenancy comes to an end and remove all rubbish and all personal items (including the Tenants own furniture and equipment) from the Property before leaving.
- 3.49 Will not leave the clothes dryer on if there is no one in the house. If any clothes are dried in the bedroom, then ventilation must be provided by opening the window to prevent condensation. Windows should be secure if a room is empty.
- 3.50 Will not charge electric motor vehicles, electric scooters, electric bikes or similar using the house power supply.
- 3.51 Understands that any incentives offered at move in, are conditional on on-time payment and a minimum term, should either of these be defaulted on, the incentive will become repayable. The tenant also understands that the terms of the agreement and any incentives offered are confidential, and will be forfeited should this confidentiality be breached.
- 3.52 Make sure that you and those who live with or visit you do not harass, annoy or cause a nuisance or do anything likely to harass, annoy or cause a nuisance to: 1) anybody, because of his or her race or ethnic or religious background or any other characteristics protected by law. 2) anybody, who lives or works in the local area. 3) any of the landlord's employees, the landlord themselves or people acting on behalf of the landlord 4) any other residents in the property
- B.** You must make sure that you do not or that your visitors are not: 1) Using or allowing the use of the premises for immoral or illegal purposes. 2) Committing any serious or arrestable offence. 3) Using illegal drugs or other controlled substances.
- C.** You will be held responsible for the unreasonable behaviour of every person who is your guest visiting the property.



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4. The Landlord will:

- 4.1 Allow the Tenant peacefully to hold and enjoy the Property during the term without unreasonable interruption from the Landlord or any person rightfully claiming under or in trust for the Landlord, subject to the Landlord's right to take any lawful steps to enforce his rights against the Tenant if the Tenant breaks any of the terms of this Agreement.
- 4.2 Insure the Property and use all reasonable efforts to arrange for any damage caused by an insured risk to be remedied as soon as possible.
- 4.3 Arrange for the Tenant's Deposit (if any) to be protected by an authorised Tenancy Deposit Scheme in accordance with the provisions of the Housing Act 2004 within 30 days of receipt and comply with the rules of the Tenancy Deposit Scheme at all times.
- 4.4 Keep in repair the structure and exterior of the Property (including drains gutters and external pipes) and keep in repair and proper working order the installations at the Property for the supply of water, gas and electricity and for sanitation (including basins, sinks, baths and sanitary conveniences) and for space heating and heating water.
- 4.5 Landlord will not be required to carry out works for which the Tenant is responsible by virtue of his duty to use the Property in a tenant-like manner or reinstate the Property in the case of damage or destruction if the insurers refuse to pay out the insurance money due to anything the Tenant has done or failed to do or to rebuild or reinstate the Property in the case of destruction or damage of the Property by a risk not covered by the policy of insurance effected by the Landlord.
- 4.6 The Landlord is entitled to enter the shared areas of the Property together with any unlet rooms, at all reasonable times, for the purpose of inspecting them, carrying out any necessary repairs and to show unlet rooms to prospective new tenants.

5. The Deposit

- 5.1 Will be held in one of the approved schemes and full details will be given within the 30 days from when the deposit was submitted. This will be held in accordance with the scheme rules.
- 5.2 No interest will be payable to the Tenant by the Landlord in respect of the Deposit.
- 5.3 Subject to any relevant provisions of the selected Scheme Rules, the Landlord shall be entitled to claim from the Deposit the reasonable cost of any repairs or damage to the Property or its contents caused by the Tenant (including any damage caused by the Tenant's family and visitors) and for any other financial losses suffered by the Landlord as a result of the Tenant's breach of these terms and conditions, provided the sum claimed by the Landlord is reasonably incurred and is reasonable in amount. The Landlord is not entitled to claim in respect of any damage to the Property or its contents which is due to 'fair wear and tear' i.e. which is as a result of the Tenant and his family (if any) living in the property and using it in a reasonable and lawful manner.
- 5.4 The landlord will whenever possible contact the approved scheme within 10 working days from the end of the tenancy to request repayment, subject to receiving any quotations required.
- 5.5 If monies lawfully due to the Landlord or agent under this agreement are more than the deposit held, the tenant will be liable to pay any excess to the Landlord or agent within 14 days of written demand.

6. Rent Increases

- 6.1 The Landlord will have the option on the renewal or on or after the expiry of this agreement to increase the rent by a reasonable percentage provided you have been given you at least one months' notice of the intention to exercise this option.

7. Ending this Agreement

- 7.1 The tenant must give at least 1 month's written notice if they wish to leave at the end of the fixed term period, Notice should be given during office hours, which are 10am-5pm Monday to Friday excluding bank holidays. Notice given outside of working hours will be deemed as received on the next working day.
- 7.2 If the Tenant stays on after the end of the fixed term, his tenancy will continue but will run from month to month (a "periodic tenancy"). This periodic tenancy can be ended by the Tenant giving at least one month's written notice to the Landlord, the notice to expire the day before a rental payment is due.
- 7.3 If the Tenant does not pay the rent (or any part) within twenty-one days of the due date (whether it has been formally demanded or not) or if the Tenant fails to comply with the Tenant's obligations under this Agreement, or if any of the circumstances mentioned in the Grounds listed in Schedule 2, and in Schedule 2A, to the Housing Act 1988 arise or if the



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arrangements for the landlord to repossess the property in Section 21 of the housing act 1998 apply, then the Landlord may, subject to any statutory provisions, recover possession of the Property and the tenancy will come to an end. The Landlord retains all his other rights in respect of the Tenant's obligations under this Agreement. **Note** - if anyone lives at the Property or if the tenancy is an assured tenancy under the Housing Act 1988 the Landlord cannot recover possession of the Property without a court order. This clause does not affect the Tenant's rights under the Protection from Eviction Act 1977.

7.4 During any notice period of this agreement, the tenant will, with reasonable notice allow the landlord to view the room with potential tenants. Failure to comply with this will be a breach of this agreement. See section 3.38.

8. Other terms

8.1 The Landlord hereby notifies the Tenant under Section 48 of the Landlord & Tenant Act 1987 that any notices (including notices in proceedings) should be served upon the Landlord at the Agents address: Purple Sand Group Limited, St. James House, Pendleton Way, Salford. M6 5FW.

8.2 The condition of the Property and its contents, whether scheduled or not on the inventory, shall be deemed to be correct and in good serviceable order unless the Landlord is notified to the contrary within three days of occupation or as soon as practicable. Oral notification must be confirmed in writing by the Tenant within seven days.

8.3 The Tenant shall not be entitled to withhold payment of any rent or any other money due to the Landlord on the ground that a deposit has been paid.

8.4 Any notices or other document, including any court claim forms in legal proceedings, shall be deemed properly served on the Tenant during the tenancy by being left at the Premises or by being sent to the Tenant at the Property by first class post or recorded delivery. Notices shall be deemed served the day after being left at the property or after posting.

8.5 Any person other than the Tenant who pays all or part of the rent to the Landlord shall be deemed to have paid this as agent for and on behalf of the Tenant which the Landlord shall be entitled to assume without enquiry.

8.6 Any personal items left behind at the end of the tenancy after the Tenant has vacated (which the Tenant has not removed in accordance with clause 3.26 of this Agreement) shall be considered abandoned. The Landlord may remove or dispose of the items as he thinks fit. The Tenant shall be liable for the reasonable removal, storage and disposal costs which may be deducted from the proceeds of sale (if any).

8.7 The Landlord shall be entitled to have and retain keys for all the doors to the Property, including the Room, but shall not be entitled to use these to enter the Room without the consent of the Tenant (save in an emergency), or with 24 hours' notice. If the Tenant fails to return the keys to the letting agency office at the end of the tenancy, he will be responsible for the reasonable cost of having new locks fitted and keys cut.

8.8 If the Property is damaged or destroyed by any of the risks insured against by the Landlord, the Tenant shall only be liable for a proportionate part of the rent, to be calculated on the basis of the Tenant's use and enjoyment of the Property for the period of time involved, unless the insurance was prejudiced by some act or omission of the Tenant.

8.9 The 'Landlord' means the persons from time to time entitled to receive the Rent, the 'Tenant' includes any persons deriving title under the Tenant, the 'Property' includes any part or parts of the Property (including the Room) and all of the Landlord's fixtures and fittings at or upon the Property, the 'Term' means the period stated in the particulars overleaf or any shorter or longer period as appropriate, and an obligation on the part of a party shall include an obligation not to allow or permit the breach of that obligation.

8.10 Charges for late payments are detailed in our schedule of fees.

8.11 Cleaning, missing or broken item charges are detailed in our schedule of fees.

8.12 Fair usage of the gas, electric and water is £50 per month per person, and is based on a typical house share. If the usage is more than this amount, then the landlord reserves the right to charge tenants the extra amount above this.

8.13 Any internet service is provided at the discretion of the landlord, and any speeds quoted are to the best of our knowledge but cannot be guaranteed. The internet service is provided for leisure use and not commercial gain.

8.14 Letting agents may share details about the performance of obligations under this agreement by the landlord and tenant; past, present and future known addresses of the parties, with each other, with credit and reference providers for referencing purpose and rental decisions; with Utility and Water Companies, local authority Council Tax and Housing Benefit departments, Mortgage lenders, to help prevent dishonesty, for administrative and accounting purposes, or for occasional debt tracing and fraud prevention. Under the Data Protection Act 1998 you are entitled, on payment of a fee which will be no greater than that set by statute, to see a copy of personal information held about you and have it amended if it is shown to be incorrect.

8.15 The tenant is aware that the property is subject to a mortgage & the grounds on which the bank may take repossession.

8.16 It is agreed that the tenant will give consent to email correspondence for the service of notices and other documents in connection to the tenancy for the service of notices and other documents in.



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- 8.17 The inclusive power supply is not for the charging of electric vehicles, should you wish to charge an electric vehicle you will need to contact us for details of pricing.
- 8.18 The landlord and their agent may dispose of items left in hallways and communal spaces without notice should they pose an obstruction to a fire escape or a fire risk.
- 8.19 The landlord and their agent may remove any items classed as dangerous in the fire risk assessment, and may store these for your collection – this includes electric heaters.
- 8.20 To comply with all safety checks set upon the property and adhere to advices given.
- 8.21 All charges in this agreement are quoted exclusive of any applicable VAT.

Signed as a deed

The Tenant:	<i>Blessing Okonkwo</i>
Print Name:	Blessing Okonkwo
Date Signed:	17 Nov 2025

The Landlord: (or Agent)	<i>Adam Sheridan</i>
Print Name:	Adam Sheridan (The HMO Guys)
Date Signed:	17 Nov 2025



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The Tenant Checklist

Room / Property:	Room 5. First Floor. Back of House 69 Horbury Drive, Bury BL8 2PS
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Purple Sand Group Limited acts as an agent on behalf of your landlord, named above.

We confirm the following details to you;

- The above Assured Shorthold Tenancy Agreement has been signed and dated (this will be emailed back to you)
- You understand that occasional overnight guests are permitted, and that you are responsible for their behaviour and actions. The maximum permitted stay is two nights in a seven day period.
- You understand that only single occupancy of a room is permitted by the tenant named in the tenancy agreement.
- The Gas Safety Certificate for the property is provided via our online portal, for every tenant to access.
- We confirm that the property has a fully tested smoke alarm / fire alarm system, which we test at regular intervals, you agree to report to us should you notice any malfunction and damage.
- You agree to test any smoke alarms weekly if applicable.
- You agree to read the How to Rent Guide: <https://www.gov.uk/government/publications/how-to-rent>
- You understand it is your responsibility to familiarise yourself with fire escape routes, and procedures. These will be explained when you move in.
- You understand that the EPC Certificate is available on our online portal to be viewed at your convenience
- You will be provided with keys, should the keys be lost, you will be required to pay a replacement fee, dependant on the property, please call the office on 0330 043 1170 should you require further clarification.

ITEMS PAYABLE BY THE TENANT:

The First Rental Payment of:	£ £273.86 Remember to deduct any holding fee paid
The Deposit of:	£ £350

You understand that you will not be permitted access to the property unless the funds are cleared into our bank account.

Signed and Acknowledged by Tenant:	<i>Blessing Okonkwo</i>	Date: 17 Nov 2025
Signed by the Agent:	<i>Adam Sheridan</i>	Date: 17 Nov 2025

FIRE & FIRE DETECTION:

You understand that in the property, any firefighting equipment is provided only to aid escape. Should you discover a fire you must raise the alarm and leave the property by the safest route and summon the help of the emergency services.

If this is a cooking fire, and you can cover the fire with the fire blanket provided, please do so prior to leaving.

A fire detection and alarm system is fitted to the property to help ensure the safety of residents and visitors.

- If you discover a fire, sound the alarm and call 999 for the Fire & Rescue Service, unless the alarm sounds briefly at the pre-arranged test time

****TREAT ALL ALARMS AS AN INDICATION OF FIRE IN THE BUILDING****

- If you suspect you may have activated the alarm, for example by burning toast, check the sensor to see if the red light is on
- If you suspect a fire leave your accommodation promptly along with any guests
- Close the door to your accommodation but do not lock it
- Assemble outside the building and account for other residents if possible
- Never go back into a building that is on fire, if you are concerned someone is trapped, inform the fire service
- Unless confirmed by others that it has been done, dial 999 for the Fire & Rescue Service
- Do not silence or reset the alarm unless you are absolutely sure that there is no fire
- IF YOU SUSPECT SOMEONE IN IN THE BUILDING, INFORM THE EMERGENCY SERVICES
- Report all alarm activations to the Manager

Note: It is a criminal offence to tamper with or otherwise disable any part of the fire alarm system.

TENANT CHECK LIST FOR ELECTRICAL ITEMS AND APPLIANCES

You agree that you are responsible for electrical appliances which you bring to the premises and use, you acknowledge that in particular:

1. There are no cuts or abrasions in any of the cable covering (the insulation).
2. The outer covering of the cable is gripped by the cord grip in the plug top, so that no coloured cable cores are visible from outside of the plug.
3. The plug has no cracked casing or bent pins.
4. There are no signs of overheating or burning, particularly at the plug and socket.
5. There are no loose parts or screws.
6. No part of the appliance is damaged or missing. Most dangerous defects in electrical appliances can be identified by carrying out such simple checks.

For more information on testing electrical items refer to the Health and Safety Executive (<http://www.hse.gov.uk/pubns/indg236.pdf>)

If you are in doubt about the safety of an electrical item, then please do not use and contact your Property Manager.

Signed and Acknowledged: Blessing Okonkwo Date: 17 Nov 2025

AS



Purple Sand Group Limited

St James House, Pendleton Way, Salford. M6 5FW

T: 0330 043 1170 E: hello@thehmoguys.com W: www.thehmoguys.com

The HMO Guys is a trading style of Purple Sand Group Limited, Registered in England: 10941992
Registered Office: 1 Strands Barn, Strands Farm Lane, Lancaster. LA2 8JF



The Good Housemate / Neighbour Agreement

This agreement is between the landlord of: 69 Horbury Drive, Bury BL8 2PS

AND

Blessing Okonkwo

Being a Good Neighbour / Housemate

The HMO Guys expects all its tenants to treat others living in their homes fairly and in a way that they would like to be treated themselves – we pride ourselves on the quality and standard of our homes and would like you to join us in keeping the standards high and ensuring the adherence to equal opportunity policy.

We believe that by being a good housemate you will be helping us to keep houses clean and tidy, in a good state of repair and in turn prevent any nuisance and anti-social behaviour. Helping you and your fellow housemates have a good experience of living in one of The HMO Guys Shared Homes.

General Tenant Responsibilities (This is not an exhaustive list):

- You are responsible for keeping your room to an acceptable standard of cleanliness, including your belongings in the communal areas.
- You should work with your housemates to ensure the communal areas are kept clean tidy and free of hazards
- You must not store anything in the fire escape routes.
- You must not engage in any illegal or immoral activities on the premises.
- You must not abuse, intimidate, or harass any other occupants, staff or contractors or prevent them from carrying out their lawful duties.
- You are responsible for keeping the kitchen tidy after and during use, please clean plates, utensils etc after use.
- We ask you clean your own fridge and cupboard space regularly – and understand the cleaners may dispose of out-of-date goods.
- If there is a communal bathroom, make sure bathroom is cleaned after use.
- Please ensure the property is kept secure at all times including all windows and doors.
- It is requested that you do not play or allow to be played, any item emitting sound (for example a radio, television, record, tape recording or musical instrument), so loudly that it causes a nuisance to any other residents or can be heard outside the property between the hours 10pm and 8.00am.
- Remember, you are to be responsible at all times for the conduct of your visitors or guests.
- You are responsible for the conduct of your guests and must ensure they adhere to the house rules.
- Are not permitted to smoke in any part of the house.
- Candles with open flames are not permitted in bedrooms.
- You are not permitted to charge electric cars, bikes, scooters or other vehicles using the power supply at the house. This is also deemed to be a fire hazard.
- You are not permitted to bring your own white goods such as a fridge or freezer or Air Fryers.

Signed in agreement: *Blessing Okonkwo*

Name: Blessing Okonkwo

Date: 17 Nov 2025



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Next of Kin Form:

In order to ensure that we are able to support you in an urgent situation, please provide us with a Next of Kin and/or an Emergency Contact.

Your Name:	Blessing Okonkwo
Your Best Contact Number:	07732757470

Please provide details of next of kin / who should be contacted in the event of an emergency:

Next of Kin:

Their Name:	Precious Okonkwo
Their Relationship to you:	Sister
Daytime Telephone Number:	
Evening Telephone Number:	
Mobile Number, if different:	+2347068039642

Emergency Contact:

Their Name:	Victor Anachebe
Their Relationship to you:	Boyfriend
Daytime Telephone Number:	07733703944
Evening Telephone Number:	07733703944
Mobile Number, if different:	07733703944

Please sign below to confirm that you consent to Purple Sand Group Limited using these details to make contact with the above people should it be required.

Blessing Okonkwo

AS



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HM Government

How to rent

The checklist for
renting in England

October 2023

Blessing Okonkwo
AS



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If you have downloaded a copy of this guidance, please check you have the most up-to-date version by following this link:

[GOV.UK/government/publications/how-to-rent](https://gov.uk/government/publications/how-to-rent)

The landlord or the letting agent should give the current version of this guide to the tenant when a new assured shorthold tenancy starts. There is no requirement for them to provide the document again if the assured shorthold tenancy is renewed unless the document has been updated.

Who is this guide for?

This guide is for people who are renting a home privately under an assured shorthold tenancy, either direct from a landlord or through a letting agency. Most of it will also apply if you are in a shared property but in certain cases, [your rights and responsibilities will vary](#).

The guide does not cover [lodgers](#) (people who live with their landlord) or people with [licences](#) (such as many property guardians – see this [specific guidance on property guardians](#)), nor tenants where the property is not their main or only home.



1. Before you start

Key questions

- **Is the landlord or letting agent trying to charge any fees for holding the property, viewing the property or setting up a tenancy agreement?** Since 1 June 2019, most fees charged in connection with a tenancy are banned. A charge to reserve a property is permitted but it must be refundable and it cannot equate to more than one week's rent. Viewing fees and tenancy set-up fees are not allowed. See the '[Permitted fees](#)' section below for more details.
- **How much is the deposit?** Since 1 June 2019, there has been a cap on the deposit that the tenant is required to pay at the start of the tenancy. If the total annual rent is less than £50,000, the maximum deposit is five weeks' rent. If the annual rent is £50,000 or above, the maximum deposit is six weeks' rent. The deposit must be refundable at the end of the tenancy, usually subject to the rent being paid and the property remaining in good condition, and it must be 'protected' during the tenancy. See the '[Deposit protection](#)' section below.
- **How long do you want the tenancy for?** The landlord must allow you to stay in the property for a minimum of six months. Most landlords offer tenancies for a fixed term of six or 12 months. However, it is possible to negotiate a longer tenancy, or you could agree to a tenancy which rolls over on a weekly or monthly basis. These tenancies have no fixed end date after the minimum of six months.
- **What can you afford?** Think about [how much rent you can afford to pay](#). 35% of your take-home pay is the most that many people can afford, but this depends on what your other outgoings are (for example, whether you have children).
- **Are you are entitled to Housing Benefit or Universal Credit?** If so, you may get help with all or part of your rent. If you are renting from a private landlord, you may receive up to the Local Housing Allowance rate to help with the cost of rent. Check with this [online calculator](#) to see if you can afford to live in the area you want. You should also look at this [guidance on managing rent payments on Universal Credit](#).
- **Which area would you like to live in and how are you going to look for a rented home?** The larger the area you are prepared to look in, the better the chance of finding the right home for you.
- **Do you have your documents ready?** Landlords and agents will want to confirm your identity, [immigration status](#), credit history and possibly employment status.
- **Do you have the right to rent in the UK?** Landlords in England must check that all people aged 18 or over have the right to rent before the start date of the tenancy agreement. There are three types of right to rent checks: a manual document-based check, a check using Identity Verification Technology via the services of an identity service provider, or a check via the Home Office online checking service. Your landlord can't insist which option you choose but not everyone can use the online service. [Further information on how to prove your right to rent to a landlord](#) can be found on GOV.UK.
- **Will you need a rent guarantee?** Some landlords might ask someone to [guarantee your rent](#). If you don't have a guarantor, you can ask [Shelter](#) for advice.
- **Do you need to make changes to the property?** If you are disabled or have a long-term condition and think you may need to make changes to the property to allow you to live independently, discuss these with your landlord or agent.

Ways to rent a property

Direct from the landlord

Look for landlords who belong to an [accreditation scheme](#). Accreditation schemes provide training and support to landlords in fulfilling their legal and ethical responsibilities. Your local council can advise you about accreditation schemes operating in your area.

The [National Residential Landlords Association](#) and the [Guild of Residential Landlords](#) run national schemes.

If your landlord lives outside the UK, you may be responsible for paying tax on the rent to HM Revenue and Customs. For advice, call their non-resident landlord scheme helpline on 0300 322 9433.



Through a letting agent

Letting agents must be members of a redress scheme. You should check which [independent redress scheme](#) the agent is a member of in case you have an unresolved dispute.

If they receive money from you, such as rent payments, you should also check they are a member of a client money protection scheme. See a [list of approved schemes](#). By law, this information should also be clearly visible to you at the agent's premises and on their website.

Reputable agents are often accredited through a professional body such as [the Guild of Property Professionals](#), [Propertymark](#), [Safeagent](#), [the Royal Institution of Chartered Surveyors](#) or [the UK Association of Letting Agents](#).

If your landlord lives outside the UK, the letting agent will be responsible for paying any tax due on the rent to HM Revenue and Customs.



Watch out for scams!

Be clear who you are handing money over to, and why.

2. Looking for your new home

Things to check

- **Deposit cap.** Check that the tenancy deposit you're being asked for is not more than five weeks' rent where annual rent is less than £50,000, or six weeks' rent where annual rent is more than £50,000.
- **Deposit protection.** If the landlord asks for a deposit, check that it will be protected in a [government-approved scheme](#). Some schemes hold the money, and some insure it. You may be able to access a [bond or guarantee scheme](#) that will help you put the deposit together. Contact your local council for advice.
- **You may be offered a deposit replacement product as an alternative to a cash deposit.** A landlord or agent cannot require you to use a deposit replacement product but may allow it as an option without breaking the Tenant Fees Act. There are several different deposit replacement products available. Depending on the product, you may need to pay a non-refundable fee upfront (often equivalent to one week's rent) and/or a monthly payment for the duration of your tenancy. With most products, you will still be responsible for the costs of any damages incurred at the end of the tenancy or required to pay an excess on any claim for damages or unpaid rent. It is strongly advised to always check the terms and conditions and to see if it is regulated by the [Financial Conduct Authority](#).
- **Length of tenancy.** There is usually a fixed period of six or 12 months. If you want more security, it may be worth asking whether the landlord is willing to agree to a longer fixed period. Alternatively, you may be offered a weekly or monthly assured shorthold tenancy which does not last for a fixed period. Even with those tenancies, the landlord must allow you to stay for a minimum of six months.
- **Smoking and pets.** Check if there are any rules about them, as well as for other things such as keeping a bike, dealing with refuse and recycling.
- **Bills.** Check who is responsible for bills such as electricity, gas, water and council tax. Usually, the tenant pays for these bills. See [advice on paying bills](#).
- **Fixtures and fittings.** Check you are happy with them, as it is unlikely that you will be able to get them changed once you have moved in.
- **Smoke alarms and carbon monoxide detectors.** Landlords must make sure there is at least one smoke alarm on every floor used as living accommodation, and carbon monoxide alarms in all rooms that have a fixed combustion appliance and are used as living accommodation.
- **Safety.** Check that the property is safe to live in, and use the [‘How to rent a safe home’](#) guide to help you identify possible hazards.
- **Fitness for human habitation.** Your property must be safe, healthy and free from things that could cause serious harm. If not, you can take your landlord to court. For more information, see the [Homes \(Fitness for Human Habitation\) Act 2018 guide for tenants](#). You should also check whether your tenancy agreement excuses you from paying rent if the building becomes unfit to live in due to, for example, a fire or flood.
- **Flood risk.** Your area may be at risk of flooding. [Check the long-term flood risk](#) to find out.

Check who your landlord is

Make sure you have the name of your landlord and an address in England or Wales where you can serve them notices in writing. Landlords are obliged to provide you with this information and the rent is not 'lawfully due' until they do so.

If the property is a flat, ask whether the landlord is the owner or leaseholder of the flat, and ask whether the freeholder – for example, the owner of the block – has agreed to the flat being let out. If the landlord has a mortgage, ask whether the mortgage company has agreed to the letting. The landlord may not need the freeholder's consent but if there is a mortgage, the lender's consent will always be needed. Be aware that you may have to leave the property if the landlord does not keep up the mortgage payments.

If the property is a house, ask whether the landlord is the owner, whether the landlord has a mortgage and whether the mortgage company has agreed to the letting. You may have to leave the property if the landlord does not keep up the mortgage payments.

If the landlord is not the property owner and they claim to be a tenant, a family member or a friend, be very cautious as it could be an unlawful sub-letting.

Permitted fees

The government's [guidance on the Tenant Fees Act](#) contains information about the fees that letting agents and landlords are prohibited to charge tenants, as well as the fees that are permitted.

Permitted fees are as follows:

- ☐ rent
- ☐ a refundable tenancy deposit capped at no more than five weeks' rent where the total annual rent is less than £50,000, or six weeks' rent where the total annual rent is £50,000 or above
- ☐ a refundable holding deposit (to reserve a property) capped at no more than one week's rent
- ☐ payments associated with early termination of the tenancy, when requested by the tenant
- ☐ payments capped at £50 (or reasonably incurred costs, if higher) for the variation, assignment or novation of a tenancy
- ☐ payments for utilities, communication services, TV licence and council tax
- ☐ a default fee for late payment of rent and replacement of a lost key/security device giving access to the housing, where required under a tenancy agreement

All other fees, including the following, are banned:

- ☐ viewing fees – any charge for viewing the property
- ☐ tenancy set-up fees – any charge for setting up the tenancy or contracts
- ☐ check out fees – any charge for leaving the property
- ☐ third party fees – any charge for actions done by someone other than the landlord or tenant but that the landlord must pay for

Licensing requirements

Houses in multiple occupation

Houses in multiple occupation are usually properties where three or more unrelated people share facilities such as a kitchen or bathroom.

Some [houses in multiple occupation must be licensed](#). Check that your landlord has the correct licence. There are extra requirements for landlords of houses in multiple occupation whether they need a licence or not. Go to [GOV.UK/private-renting/houses-in-multiple-occupation](#) for more information.

Selective licensing

Some single-family dwellings may also need to be licensed. Check with your local council whether the house is within a selective licensing scheme area. Selective licensing requires all landlords of privately rented housing in a designated area to obtain a licence for each individual property. It gives the local council powers to inspect properties and enforce standards to address specific property issues.



3. When you've found a place

Check the paperwork

- **Tenancy agreement.** Make sure you have a written tenancy agreement and read it carefully to understand your rights and responsibilities before you sign it. The landlord or agent usually provides one, but you can ask them to consider using a different version instead. The government has published a [model tenancy agreement](#) which can be downloaded for free. If you have any concerns about the agreement, [seek advice before](#) you sign. If you are unhappy with the tenancy agreement, the Tenant Fees Act allows tenants to walk away from unfair terms without forfeiting the holding deposit.
- **Inventory.** Agree an inventory (or check-in report) with your landlord before you move in and, as an extra safeguard, make sure that you take photos. This will make things easier if there is a dispute about the deposit at the end of the tenancy. If you are happy with the inventory, sign it and keep a copy. From 1 June 2019, landlords or letting agents cannot charge certain fees. See the government's [guidance on the Tenant Fees Act](#) for more information.
- **Meter readings.** Remember to take meter readings when you move in. Take a photo showing the meter reading and the date and time, if possible. This will help make sure you don't pay for the previous tenant's bills.
- **Contact details.** Make sure that you have the correct contact details for the landlord or agent, including a telephone number you can use in case of an emergency. You are legally entitled to know the name and address of your landlord.
- **Code of practice.** Ask whether your landlord or agent has signed a code of practice, which may give you additional assurance about their conduct and practices.

Things the landlord must provide you with

- **A copy of the guide,** 'How to rent: the checklist for renting in England', either as a hard copy or, with your agreement, via email as a PDF attachment.
- **A gas safety certificate** before you occupy the property. They must also give you a copy of the new certificate after each annual gas safety check, if there is a gas installation or appliance.
- **Deposit paperwork.** If you have provided a deposit, the landlord must protect it in a government-approved scheme within 30 days and give you prescribed information about it. Make sure you get the official information from your landlord, and that you understand how to get your money back at the end of the tenancy. Keep this information safe as you will need it later.
- **The energy performance certificate,** which contains the energy performance rating of the property you are renting, free of charge at the onset of your tenancy. As of April 2020, all privately rented properties must have an energy performance rating of E or above (unless a valid exemption applies) before being let out. You can also [search online for the energy performance certificate](#) and check its rating.
- **A report that shows the condition of the property's electrical installations.** The landlord also has to give this to the local council if they ask for it. The electrical wiring, sockets, consumer units (fuse boxes) and other fixed electrical parts in rented homes must be inspected and tested every five years, or more often if the inspector thinks necessary. Throughout the whole time a tenant is living at the property, national electrical safety standards must be met.
- **Evidence that smoke and carbon monoxide alarms are in working order at the start of the tenancy.** Tenants should then regularly check they are working.

Check if the property is suitable for your needs if you are disabled

- **Accessibility.** If you are disabled or have a long-term condition, you can [request reasonable adjustments](#) from your landlord or agent. This could include changes to the terms of your agreement, or home adaptations and adjustments to common parts of a building to make your home accessible to you. Your landlord or agent should respond in a reasonable timeframe and if they refuse a request, they should explain why they do not consider it reasonable. Your landlord can ask you to pay for the changes you asked for. However, you can check to see if you are eligible and apply for a [Disabled Facilities Grant](#) to help with the cost of adaptations. Your landlord can also apply for funding on your behalf.

4. Living in your rented home

Things the tenant must do

- **Pay the rent on time.** If your rent is more than 14 days late, you could be liable for a default fee. This is limited by the Tenant Fees Act to interest on the outstanding amount, capped at 3% above Bank of England base rates. The landlord or agent cannot charge any other fees. For more information, please read the [government's guidance on the Tenant Fees Act](#). Further, you could lose your home because you have breached your tenancy agreement. If you have problems, GOV.UK has links to [further advice on rent arrears](#). Also check out these [practical steps for paying your rent on time](#).
- **Pay any other bills** that you are responsible for on time, such as council tax, gas, electricity and water bills. If you pay the gas or electricity bills, you can [choose your own energy supplier](#).
- **Look after the property.** Get your landlord's permission before attempting repairs or decorating. It's worth getting contents insurance to cover your possessions too, because the landlord's insurance won't cover your things.
- **Be considerate to the neighbours.** Anti-social behaviour may be a reason for your landlord to evict you.
- **Don't take in a lodger** or sub-let without checking whether you need permission from your landlord.

Things the tenant should do

- Make sure you know how to operate the boiler and other appliances and know where the stopcock, fuse box and any meters are located.
- Regularly test your smoke alarms and carbon monoxide detectors – at least once a month.
- Report any need for repairs to your landlord. Failure to report the need for repairs could be a breach of your tenancy agreement. In extreme circumstances there may be a risk to your deposit if a minor repair turns into a major problem because you did not report it.
- Consider obtaining insurance for your contents and belongings. The landlord will usually have insurance for the property but it will not cover anything that belongs to you. If your area is at [risk of flooding](#), make sure your insurance covers this.
- Consider having smart meters installed. Smart meters can help you keep an eye on your energy bills and make changes to save money. If the energy bills are in your name or you prepay for your energy, you can choose to have smart meters installed, though you should check your tenancy agreement first and let your landlord know. If your tenancy agreement says you need your landlord's permission to alter metering at your property, they should not unreasonably prevent it. Smart Energy GB has independent information about the [benefits of smart meters for tenants](#) and how to ask your supplier for the installation. If your landlord pays the energy bills, you can ask them to have smart meters installed.
- [Register to vote at your new address.](#)

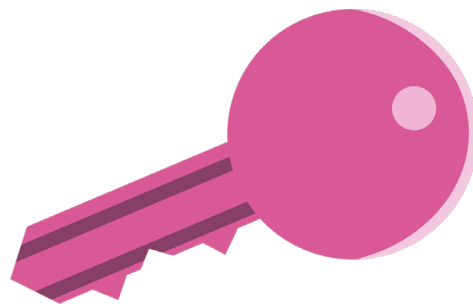
Things the landlord must do

- Maintain the structure and exterior of the property.
- Ensure the property is free from serious hazards throughout your tenancy.
- Fit smoke alarms on every floor and carbon monoxide alarms in rooms with fixed combustion appliances such as boilers, and make sure they are working at the start of your tenancy. If they are not there, ask your landlord to install them.
- Deal with any problems with the water, electricity and gas supply.
- Maintain any appliances and furniture they have supplied.
- Carry out most [repairs](#). If something is not working, [report it to your landlord or agent](#) as soon as you can.
- Arrange an annual [gas safety check](#) by a Gas Safe engineer (where there are any gas appliances).
- Arrange an electrical safety check by a qualified and competent person every five years (this applies to new tenancies from 1 July 2020 and existing tenancies from 1 April 2021).
- Consider requests for reasonable adjustments from tenants who have a disability or long-term condition. Reasonable adjustments could include changes to the terms of your tenancy or allowing adaptations or adjustments to your home or common parts of the building. Landlords (or agents) must respond to your request in a reasonable timeframe. If they refuse a request they must explain why. [Foundations](#) can offer advice on getting home adaptations.
- Seek your permission to access your home and give at least 24 hours' notice of proposed visits for things like repairs. Those visits should take place at reasonable times – neither the landlord nor the letting agent is entitled to enter your home without your express permission.

- Get a licence for the property if it is a [licensable property](#).
- Ensure the property is at a [minimum of energy efficiency band E](#) (unless a valid exemption applies).
- Carry out a Right to Rent check.

Things the landlord should do

- Insure the building to cover the costs of any damage from flood or fire.
- Check regularly to ensure that all products, fixtures and fittings are safe and that there haven't been any product recalls. Help is available at [the Royal Society for the Prevention of Accidents](#), [the Chartered Trading Standards Institute](#) and [the Child Accident Prevention Trust](#).
- Ensure blinds are safe by design and they do not have looped cords to prevent accidents. This is especially important in a child's bedroom. More information can be found on the [Royal Society for the Prevention of Accidents' website](#).



5. At the end of the fixed period

If you want to stay

If you want to extend your tenancy after any initial fixed period, there are a number of important issues to consider. Check [Shelter's website](#) for advice.

Do you want to sign up to a new fixed term?

If not, you will be on a 'rolling periodic tenancy'. This means you carry on as before but with no fixed term. Your tenancy agreement should say how much notice you must give the landlord if you want to leave the property – one month's notice is typical. Shelter publishes advice on how you can end your tenancy.

Your landlord might want to increase your rent

Your landlord can increase your rent by agreement, or as set out in your tenancy agreement, or by serving you with a [notice proposing a new rent](#).

If your landlord has served you with a notice proposing a new rent, you can make an application to [challenge the proposed rent in the tribunal](#).

The deposit cap introduced by the Tenant Fees Act 2019 means you may be entitled to a partial refund of your tenancy deposit. The government's [guidance on the Tenant Fees Act](#) explains whether this affects you.

If you or the landlord want to end the tenancy

The government has announced that it plans to put an end to 'no fault' section 21 evictions by changing existing legislation. Landlords will still be able to issue you with a section 21 notice until new legislation comes into effect. If you receive a section 21 notice from your landlord, seek advice from [Shelter](#) or [Citizens Advice](#). If you are eligible for legal aid, you can also contact [Civil Legal Advice](#) for free and confidential advice.

There are things that both landlords and tenants must do at the end of the tenancy.

Giving notice

It is a legal requirement for landlords to give you [proper notice if they want you to leave](#). Normally, the landlord must allow any fixed period of the tenancy to expire and they must give you the correct period of notice, which varies depending on the type of tenancy and the reason they want you to leave.

If you have been served with a notice that your landlord wants you to leave, you should read it at once. The notice should contain helpful information. Acting on it straight away may, in certain circumstances, allow you to keep your home. If you are unsure how to respond or worried that you will become homeless, you should access advice and support as soon as possible – for example, through contacting [Citizens Advice](#) or [Shelter](#), who can provide free, expert advice on your individual circumstances. If you are eligible for legal aid, you can also contact [Civil Legal Advice](#) for free and confidential advice.

If you do not leave at the end of the notice period, your landlord will need to apply for a court order to evict you, and must arrange for a warrant of possession to be executed by bailiffs if you remain in your home after the date given in the order.

However, if you seek advice and support as early as possible, it is more likely that you will be able to resolve any issues and remain in your home.

For more information about your rights and responsibilities when your landlord wants you to leave your home, see '[Understanding the possession action process: A guide for private residential tenants in England and Wales](#)'.

If you want to end the tenancy

Your tenancy agreement should say how much notice you must give the landlord if you want to leave the property. One month's notice is typical, and you must give it in writing. Make sure you keep a copy of the document and a record of when it was sent. Please see the 'If things go wrong' section below if you want to leave sooner than the notice period set out in the tenancy agreement.

Rent

Make sure that your rent payments are up to date. Do not keep back rent because you think that it will be taken out of the deposit.

Bills

Do not leave bills unpaid. This might have an impact on your references and credit rating.

Clear up

Remove all your possessions, clean the house, dispose of rubbish and take meter readings. Try to leave the property in the same condition that you found it in. Check this against your copy of the inventory and take photos that show how you have left the property.

Dispose of any unwanted furniture via a local collection service.

Return the keys

Return all sets of keys that were provided. If you do not, the landlord may charge you for changing the locks.

Inspection

Try to be present when the property is inspected to check whether any of the tenancy deposit should be deducted to cover damage. If you do not agree with proposed deductions, contact the relevant [deposit protection scheme](#).

6. If things go wrong

Most problems can be resolved quickly and easily by talking to your landlord or letting agent.

There are often legal protections in place for the most common problems that you may experience during the tenancy. The following links will tell you what they are or where to look for help.

- If you have a complaint about a letting agent's service and they don't resolve your complaint, you can complain to an [independent redress scheme](#). Letting agents must be members of a government-approved redress scheme.
- If you want to leave the property within the fixed term or more quickly than permitted in the tenancy agreement, you should discuss this with your landlord. If your landlord or letting agent agrees to end the tenancy early, you should make sure that this is clearly set out in writing and that you return all your sets of keys. If you do not, your landlord may make a court claim against you to gain possession of the property.
- You could be charged if you want to end the tenancy early, although this fee must not exceed the loss incurred by the landlord or the reasonable costs to your letting agent if you are renting through them. Unless or until a suitable replacement tenant is found, you will be liable for rent until your fixed-term agreement has ended or, in the case of a statutory periodic tenancy, until the required notice period under your tenancy agreement has expired. The government's [guidance on the Tenant Fees Act](#) contains more information.
- If you are having financial problems or are falling into rent arrears, speak to your landlord as they may be helpful and are likely to be more sympathetic if you talk to them early on. Should you need further help, contact your local council, [Citizens Advice](#) or [Shelter](#) as soon as possible. If you are eligible for legal aid, you can also contact [Civil Legal Advice](#) for free and confidential advice. Also check out these [practical steps for managing your rent payments](#).
- If the property is in an unsafe condition and your landlord won't repair it, contact your [local council](#). They have powers to make landlords deal with serious health and safety hazards. You can also report this to your local Trading Standards office.
- You may be able to take your landlord to court yourself if you think the property is not fit for habitation, under the [Homes \(Fitness for Human Habitation\) Act 2018](#). The court can make the landlord carry out repairs and pay you compensation. You may also be able to take your landlord to court if they do not carry out some repairs. For more information, please see [Shelter's advice](#) on section 11 of the Landlord and Tenant Act 1985.
- If you have a serious complaint about the property and your local council has sent a notice to the landlord telling them to make repairs, [your landlord may not be able to evict you](#) with a section 21 notice (no-fault eviction) for six months after the council's notice. You can still be [evicted with a section 8 notice](#) if you break the terms of your tenancy.
- Failure to comply with a statutory notice is an offence. Depending on the notice, local councils may prosecute or fine the landlord up to £30,000. Local councils have powers to apply for [banning orders](#) which prevent landlords or property agents from managing or letting out property if they are convicted of certain offences. If a landlord or property agent receives a banning order, they will be added to the Database of Rogue Landlords and Property Agents. There is a [specific process for banning order offences](#).

- If a landlord or letting agent charges you a prohibited payment (a banned fee according to the Tenant Fees Act 2019) or unlawfully keeps a holding deposit, they could be liable for a fine of up to £5,000. If there are multiple breaches, they could be liable for a fine of up to £30,000 as an alternative to prosecution. Local councils are responsible for issuing these fines. Landlords or letting agents cannot rely on giving notice under section 21 to obtain a possession order if they have not repaid any unlawful fees or deposits they have charged under the terms of the Tenant Fees Act. Tenants are also able to make an application to the tribunal to recover a prohibited payment, which can order a landlord or agent to repay a payment which has been charged unlawfully. The government's [guidance on the Tenant Fees Act](#) contains more information.
- If your landlord is making unannounced visits or harassing you, contact your local council. If more urgent, dial 999.
- If you are being [forced out illegally](#), contact your local council. [Shelter](#) and [Civil Legal Advice](#) may also be able to help you. If your landlord wants you to leave the property, they must notify you in writing, with the [right amount of notice](#). You can only be legally removed from the property if your landlord has a court order for possession and a warrant is executed by court bailiffs.
- If you live with your partner and you separate, you may have the right to carry on living in your home.
- If you are concerned about finding another place to live, contact the housing department of your local council straight away. Depending on your circumstances, they may have a legal duty to help you find accommodation and they can also provide advice. The local council should not wait until you are evicted before taking action to help you.

Protection from eviction

Landlords must follow strict procedures if they want you to leave your home. They may be guilty of harassing or illegally evicting you if they do not follow the correct procedures.

Landlords must provide you with the correct notice period and they can only legally remove you from your home by obtaining a court order for possession and arranging for a warrant to be executed by court bailiffs. See '[Understanding the possession action process: A guide for private residential tenants in England and Wales](#)'.

For anyone facing the loss of their home, free Government funded legal advice and representation (legal aid) is available through the Housing Loss Prevention Advice Service. If you receive written notice that someone is seeking possession of your home you should make contact with the Housing Loss Prevention Advice Service at <https://www.gov.uk/guidance/legal-aid-for-possession-proceedings>.

Government funded legal advice is also available for other housing and debt matters. You can have an initial discussion with an adviser to find out about the support available by contacting [Civil Legal Advice \(CLA\)](#) or by visiting find-legal-advice.justice.gov.uk and entering the property post code and tick the category 'housing'.

Rent repayment orders

Rent repayment orders require a landlord to repay a specified amount of rent to a tenant and/or a local council, where there has been an illegal eviction or failure to licence a property that requires licensing.

Rent repayment orders also cover breach of a banning order or failure to comply with certain statutory notices. Where a rent repayment order is made, local councils may keep the money if the tenant's rent was paid by state benefits. Where a tenant has paid rent themselves, the money is returned to them. If benefits covered part of the rent, the amount is paid back pro-rata to the local council and the tenant.

[More information on how to apply for a rent repayment order](#) is available on GOV.UK.

If you are reading a print version of this guide and need more information on the links, please contact us on 0303 444 0000 or at 2 Marsham Street, London, SW1P 4DF.

7. Further sources of information

Read further information about [landlord and tenant rights and responsibilities](#).

Read the government's [guidance on the Tenant Fees Act](#). This includes:

- what the Tenant Fees Act covers
- when it applies and how it will affect you
- helpful questions and answers

Tenancy deposit protection schemes

Your landlord must protect your deposit with a government-backed tenancy deposit scheme.

- ☐ [Deposit Protection Service](#)
- ☐ [MyDeposits](#)
- ☐ [Tenancy Deposit Scheme](#)

Client money protection schemes

Your agent must protect money such as rent payments through membership of a government-approved client [money protection scheme](#).

Letting agent redress schemes

Every letting agent must belong to a government-approved redress scheme. Use the links below to find out which scheme your agent belongs to.

- ☐ [The Property Ombudsman](#)
- ☐ [Property Redress Scheme](#)

You can also contact the redress schemes to make a complaint about your letting agent.

Homes (Fitness for Human Habitation) Act 2018

[Guide for tenants](#)

Help and advice

- ☐ [Citizens Advice](#) – free, independent, confidential and impartial advice to everyone on their rights and responsibilities
- ☐ [Shelter](#) – housing and homelessness charity who offer advice and support
- ☐ [Crisis](#) – advice and support for people who are homeless or facing homelessness
- ☐ [Your local council](#) – to make a complaint about your landlord or the condition of your property
- ☐ [Housing Loss Prevention Advice Service](#) – free legal advice if you are at risk of losing your home

- ☐ [MoneyHelper](#) – free and impartial money advice
- ☐ [The Law Society](#) – to find a lawyer
- ☐ [Gas Safe Register](#) – for help and advice on gas safety issues
- ☐ [Electrical Safety First](#) – for help and advice on electrical safety issues
- ☐ [Foundations](#) – a national organisation that can provide advice and help disabled people apply for funding to make adaptations to their home
- ☐ [Smart Energy GB](#) – for help and advice on installing a smart meter and tips on energy efficiency

Also in this series

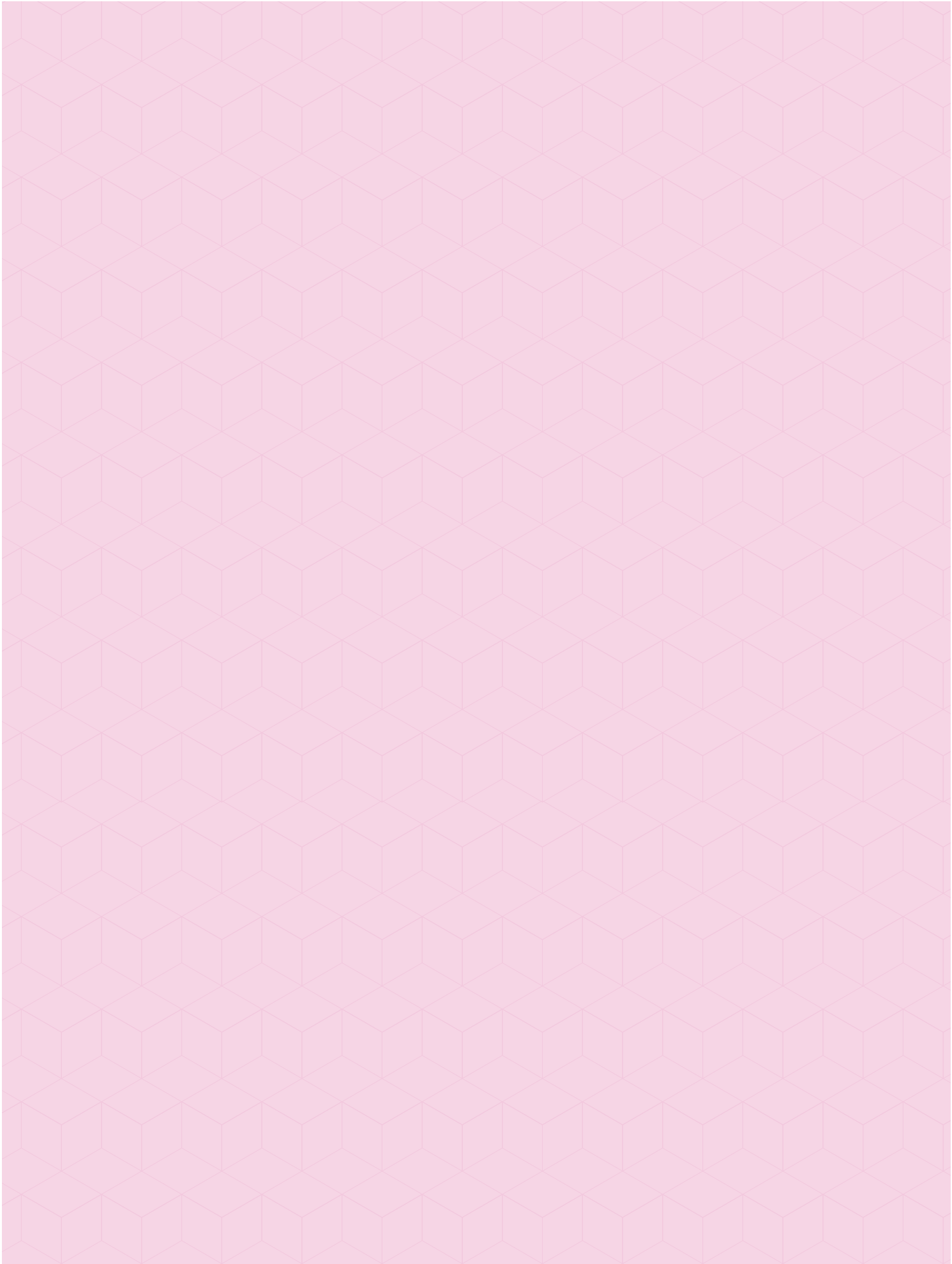
The government's '[How to rent a safe home](#)' guide helps current and prospective tenants ensure that a rented property is safe to live in.

The government's '[How to let](#)' guide provides information for landlords and property agents about their rights and responsibilities when letting out property.

The government's '[How to lease](#)' guide helps current and prospective leaseholders understand their rights and responsibilities.

The government's '[How to buy a home](#)' guide provides information to home buyers.

The government's '[How to sell a home](#)' guide provides information to those looking to sell their home.



Certificate of Completion

Summary

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Organization: Purple Sand Group Limited t/a The HMO Guys

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Recipient reviewers: 0

Recipients



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