

ASSURED SHORTHOLD TENANCY AGREEMENT

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

Dated this	26 Apr 2024
The Property ("the Property")	69 Horbury Drive, Bury, BL8 2PS
The Room ("the Room")	Room 5, First Floor, Front of the 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")	Joel Oduro 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 30 Apr 2024 ("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:	£ 660 Per calendar month, payable by bank transfer on the 1 st of every month
First Rental Payment:	£ 681.69 Covering from move in date until 31 May 2024 Less any holding fee paid
Payment Reference and bank details :	Please use the following reference on all payments to our client account: FUG923 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

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.arthuroonline.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.
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 (consent not to be withheld or delayed unreasonably).
 - 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.
 - 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 (not to be unreasonably delayed or withheld), 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. Such consent will not be unreasonably withheld.
- 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 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.
- 3.27 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.
- 3.28 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.
- 3.29 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.
- 3.30 Will not allow or keep any pet or any kind of animal at the Property without the Landlords prior consent (which will not be withheld or delayed unreasonably).
- 3.31 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.
- 3.32 Will not use any illegal drugs (which are or become prohibited or restricted by statute) in, or within the grounds of, the Property.
- 3.33 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.
- 3.34 Understands, 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).
- 3.35 Agrees to keep and notify the agent of any post for the Landlord or agent as soon as is reasonably possible.
- 3.36 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.
- 3.37 Will pay the Landlord's reasonable costs and expenses reasonably incurred because of any breaches by the Tenant of his obligations under this Agreement.
- 3.38 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)

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- 3.39 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.
- 3.40 Will allow meter readings to be collected as near to the last day of the month as possible, during standard office hours.
- 3.41 Will allow access for the cleaning of the communal areas.
- 3.42 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.
- 3.43 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.
- 3.44 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.
- 3.45 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.
- 3.46 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.
- 3.47 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.
- 3.48 Will not charge electric motor vehicles using the house power supply.
- 3.49 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.
- 3.50 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, and make reasonable effort to ensure 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.

4. The Landlord will:

- 4.1 Allow the Tenant peaceably 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.

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- 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 anniversary of this agreement to increase the rent by a reasonable percentage provided you have been given you at least one month's 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 Grounds 2, 8 or 10 to 15 or 17 of Part II of Schedule 2, and in Schedule 2A, to the Housing Act 1988 arise 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.
- 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 All charges in this agreement are quoted exclusive of any applicable VAT.

Signed as a deed

The Tenant:	<i>Joel Oduro</i>
Print Name:	Joel Oduro
Date Signed:	27 Apr 2024

The Landlord: (or Agent)	<i>TS</i>
Print Name:	Gurdit (Tony) Singh (The HMO Guys)
Date Signed:	29 Apr 2024

The Tenant Checklist

Room / Property:	69 Horbury Drive, Bury, BL8 2PS Room 5, First Floor, Front of the House
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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)
- The Gas Safety Certificate for the property is provided in the file in the kitchen, for every tenant to access, you agree to look at this upon occupation and agree that you will report if this should be missing.
- 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 0845 860 1088 should you require further clarification.

ITEMS PAYABLE BY THE TENANT:

The First Rental Payment of:	£ 681.69 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>Joel Odura</i>	Date: 27 Apr 2024
Signed by the Agent:	<i>TS</i>	Date: 29 Apr 2024

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 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: Joel Odura Date: 27 Apr 2024

The Good Housemate / Neighbour Agreement

This agreement is between the landlord of: Another Space Property Ltd

AND

Joel Oduro

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 using the power supply at the house.

Signed in agreement:

Name: *Joel Oduro*

Date: 27 Apr 2024