



TENANT TERMS OF TENANCY & ASSOCIATED COSTS

The details given below are for your guidance and information. This form should be completed and signed by each tenant. Please return the original to our office.

INITIAL PAYMENT: We will take an initial payment equivalent to one weeks' rent to reserve the property and remove it from our availability list. This payment does not oblige the Landlord to let or create or constitute a Tenancy Agreement between the Tenant, Landlord or Landlords. This payment is deducted from the completion money payable upon signing the tenancy agreement.

You are required to complete your references, provide us with all your information and sign the tenancy agreement within _____ days from the point of your offer being accepted. Failure to do so will result in you forfeiting your initial payment and the property will be put back onto the market, if you are successful in securing the property, the holding deposit will be deducted from your completion funds.

Please note, this fee is non-refundable should any of the four below situations occur:

- You fail to provide the necessary Right to Rent documentation before the agreed deadline.
- You fail to complete your references and sign the tenancy agreement before the agreed deadline.
- You provide false or misleading information to OASiS Estate Agents or the landlord. If this occurs the landlord is reasonably entitled to take into account the difference between the information provided by you and the correct information in deciding whether to grant a tenancy to you and is reasonably entitled to take your action in providing false or misleading information into account in deciding whether to grant such a tenancy.
- You wish to withdraw from the let or we receive unsatisfactory references. Acceptance is subject to contract and acceptable references.

SECURITY DEPOSIT: The equivalent of five weeks' rent is required, payable by debit card or electronic transfer only. The deposit will normally be held by OASiS Estate Agents as stakeholder and registered with the Tenancy Deposit Scheme unless the landlord selects to enter into a deposit registration scheme themselves. We cannot take payment of the Security Deposit via credit card.

TENANCY AGREEMENT: A tenancy agreement will be drawn up for a minimum period of twelve months with, if agreed, a six-month break clause. Please note **all** tenants and landlords named on the Tenancy Agreement must sign the necessary documentation and completion monies must be received in cleared funds before commencement of the Tenancy and keys **will not** be released until this is the case.

RENT: Payable monthly in advance by Standing Order and will be from one account only.

RIGHT TO RENT: Due to the Government's Right To Rent regulations, Landlords have a legal duty to verify that every Tenant has the right to live in the UK. To do this, we need to see you in the office with your passport within 28 days prior to the commencement of your Tenancy. If you do not have a passport, there are other documents which are acceptable; please contact us for advice.

TENANTS' LIABILITY INSURANCE: It is a recommendation that you take out tenant liability and contents insurance and provide us with a copy of your Tenant Liability Insurance Policy before your Tenancy commences, please be aware that it is your responsibility to insure your own contents. Please note if you choose to obtain insurance with our reference company, rent4sure, OASiS Estate Agents will receive a referral fee of £14.11 directly from the provider



EARLY TERMINATION/DEED OF SURRENDER: A tenancy agreement is legally binding for the agreed stated period and you are liable for the rent and utilities during this term. Any requests to break your agreement must be provided in writing and is subject to approval from the landlord. If the landlord agrees to release you from the tenancy, one of the following will apply:

- You will be liable to pay the rest of the rent due for the remaining rental period upfront before the deed of surrender paperwork will be provided
Or
- You will be liable for the landlord's remarketing costs and agency fees associated with finding a new tenant and all outstanding rent until the new tenant moves in. Deed of surrender paperwork will only be provided once the landlord's fees are paid by yourself, all outstanding rent has been settled and the new tenant has signed the tenancy agreement and given consideration. These costs are:

Landlord administration- £390 inc. VAT

Reference for new tenant- £72 inc. VAT per person, £90 inc. VAT per guarantor

Check out/Check in Fee- Between £134-£300 inc. VAT dependent on property size and furnishings

LATE RENT FEE: OASiS Estate Agents and the landlord reserve the right to charge interest on late rent payments (which is more than 14 days overdue) and is chargeable at 3% above the Bank of England base rate, calculated day to day from the date the invoice is due.

KEY/ SECURITY FOB REPLACEMENT: If you fail to return all keys at the end of your tenancy or lose any keys during your tenancy, the landlord/OASiS Estate Agents reserve the right to forward on any reasonable costs they incur to you in relation to any replacements.

BREACH OF TENANCY: The landlord reserves the right to forward on any costs that they incur which are caused by the tenant breaching the tenancy agreement. Please see our 'Price List & booking form for Safety Services' for a list of charges.

| | |
|---|------------|
| First Month's Rent in Advance | £ |
| Security Deposit (Equivalent to Five Weeks' Rent) | £ |
| Sub Total | £ |
| Less Initial Payment (Equivalent to One Week's Rent) | - £ |
| Total Amount Due on Date of Tenancy Commencement | £ |

Please be aware that the total figure is due once the tenancy agreement has been signed and is payable only in cleared funds. The funds must be cleared into our account before your completion date. **Please note we cannot accept payment before all parties have signed the tenancy agreement.** A banker's draft can be paid on the day of move-in, but a building society cheque must be paid 5 working days before and debit card payments and bank transfers must be made 3 working days before to allow time for the money to clear. Please make payments to the following account, with the property address as a reference:

OASiS ESTATE AGENTS Client Account No. 1

Account No. 23663280

Sort Code. 40-25-02



DECLARATION: I have read and agree to the above conditions. I confirm that all information given in this application is true and correct and hereby authorise OASiS Estate Agents Ltd and Rent4sure to make enquires on my behalf in connection with this application. I further understand that this application is subject to contract, credit checks and satisfactory references.

| | |
|---|--|
| PROPERTY ADDRESS: | |
| TENANCY START DATE: | |
| FULL NAMES INCLUDING MIDDLE NAME OF ALL TENANTS: | |
| CURRENT ADDRESS: | |
| OCCUPATION(S): | |
| BASIC PROVABLE GROSS ANNUAL SALARY(S) BEFORE TAX (<u>NOT INCLUDING OVERTIME AND NON-GUARANTEED BONUSES</u>): | |
| DO YOU HAVE ANY ADVERSE CREDIT SUCH AS CCJ'S/IVA'S/BANKRUPTCIES (YOU ARE RESPONSIBLE FOR KNOWING YOU OWN CREDIT SITUATION)? | |
| DO YOU HAVE ANY PETS: | |
| DO YOU SMOKE: | |
| WILL ANY CHILDREN BE LIVING IN THE PROPERTY: | |
| IF YOU ARE CURRENTLY PRIVATELY RENTING, WE REQUIRE A LANDLORD REFERENCE, PLEASE CONFIRM THAT YOU WILL BE ABLE TO OBTAIN A SATISFACTORY LANDLORD REFERENCE AND HAVE OBLIGED TO YOUR CURRENT TENANCY AGREEMENT: | |
| SIGNED BY TENANT(S) | |
| PRINT NAME(S) | |
| DATE: | |
| SIGNED BY AGENT | |
| PRINT NAME | |
| DATE: | |