



Information For Existing Tenants

WHAT IS A TENANCY AGREEMENT?

It is a legally binding document between you and the landlords, applicable only to you and the property you are renting. It states the amount of rent, the length of tenancy, your rights and responsibilities. The agreement is an Assured Shorthold Tenancy under the Housing Act as amended in 1996.

WHAT ARE MY RESPONSIBILITIES?

These are clearly set out in the tenancy agreement which you should read carefully before you sign. In general tenants are required to keep the property in a good clean condition and pay rent monthly on the due date.

WHAT ELSE DO I HAVE TO PAY FOR?

The tenant pays the utility bills including gas, electricity, water, council tax, telephone, tv licence and internet. If the property is new and has no telephone or internet connection – you may also need to pay to have the services connected.

WHAT IS THE DIFFERENCE BETWEEN A FULLY MANAGED PROPERTY AND A LET ONLY?

If your tenancy is fully managed then A J Properties will be your first point of contact for all issues including rents, maintenance and inspections. We will act on behalf of your landlord. A 'Let Only' tenancy means that A J Properties hands over the management to the landlord following referencing and the start of the tenancy and you would deal with the landlord direct for the duration of the tenancy.

HOW BINDING IS THE TENANCY AGREEMENT I ENTER INTO?

A Tenancy Agreement is a legally binding agreement and you are committed to paying the rent and fulfilling all other obligations until the end of the agreed term. If your circumstances should change for any reason during your tenancy you must inform A J Properties office as soon as possible.



DO I NEED INSURANCE?

Yes. Insure your personal belongings and contents. The Landlord is only responsible for the building and items that belong to him/her. If the property is part or fully furnished you are required to insure the Landlords contents against accidental damage. You are liable for any damages to the Landlords property. Your deposit will be used to cover costs and the balance will be returned to you, but any excess will be payable by you.

WHEN WILL MY PROPERTY BE INSPECTED?

Inspections will be carried out quarterly. You will be notified in writing of your appointment and we would prefer that you can be present. If this is not possible we will enter using a management key after giving you at least 24hours notice in writing.

WHO DO I REPORT PROBLEMS TO?

Maintenance issues must be reported as soon as possible to A J Properties. Contractors will require access during daytime working hours. If you cannot be present they will enter using a pass key after giving no less than 24 hours notice. You must not authorise repairs to the property or incur any unauthorised expenses without written permission by the agent or Landlord.

HOW DOES A TENANCY END?

All tenancies are initially for a fixed term of 6 months, if you wish to leave at the end of the fixed term you are required to give one months prior notice. Should you wish to continue at the property then you do not need to do anything. The tenancy agreement rolls over and becomes a 'Periodic Statutory' tenancy running on the same terms until such time either party gives notice. You will be required to give a minimum of 1 months notice and a landlord would be required to serve 2 months minimum notice.

WHAT HAPPENS AT THE END OF THE TENANCY?

We will contact you to arrange a final inspection at the property. This will be after the tenancy end date and you will be required to ensure that you fulfil your obligations stated in the tenancy agreement and leave the property in the condition set out on the inventory.

HOW DO I GET MY DEPOSIT BACK?

Following the final inspection and provided the inventory is agreed upon and there are no missing items or damages we will require your repayment ID number as supplied to you by the Deposit Protection Scheme. The deposit held will be transferred into your nominated bank account by BAC's transfer. We will also require your forwarding address and information of utility suppliers

DO YOU HAVE FURTHER QUESTIONS OR ENQUIRIES?

Please contact our office staff who will gladly give you advise or re assurances. Call us on 01706 340882 or send an email to contact@ajproperties.co.uk

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