



Assured Tenancy Agreement

Welcome to Sussex Housing Care, this tenancy agreement is a legal document, which sets out your rights and responsibilities as a tenant and our rights and responsibilities as your landlord.

It is very important that you read this tenancy agreement and the terms and conditions carefully before you sign it. If you do not understand anything within this tenancy agreement or want clarification, please ask us to explain it to you. You can also seek independent legal advice from a solicitor, housing law adviser or Citizens Advice.

Sussex Housing and Care have a set of policies and procedures which support this tenancy agreement and which are regularly reviewed independently of this agreement.

By signing this tenancy agreement you agree to abide by the terms and conditions and if you breach this agreement Sussex Housing and Care have the right to consider taking appropriate legal action.

Please keep this document in a safe place and refer to it if you have any questions about your tenancy.

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Glossary

‘Anti-Social Behaviour’ The Crime and Disorder Act 1998 defines anti-social behaviour as acting in a manner that has "caused or was likely to cause harassment, alarm or distress to one or more persons not of the same household" as the perpetrator.

‘Assured Tenancy Agreement’ is a legal category of residential tenancy to an individual (or individuals jointly) in English land law. Statute affords a tenant under an assured tenancy a degree of security of tenure.

‘Citizens Advice’ is a network of 316 independent charities throughout the United Kingdom that give free, confidential information and advice to assist people with money, legal, consumer and other problems.

‘Executor’ is someone named in a will, or appointed by the court, who is given the legal responsibility to take care of a deceased person's remaining financial obligations. This means taking care of everything from disposing of property to paying bills and taxes.

‘Housing Ombudsman Service’ is a service which looks at complaints about registered providers of social housing. The service is free, independent and impartial.

‘Lodger’ is someone who lives with you as part of your household sharing some of your accommodation, such as the bathroom or kitchen. They may have their 'own' room, but they live in your home with your permission

‘Mutual Exchange’ is a home swap with another social housing tenant. You can swap homes with any council tenant or Housing Association tenant in the UK providing you and they have the right to mutual exchange, certain criteria is met and both parties wish to swap.

‘Other Charges’ are charges which form part of the tenancy agreement, are a requirement for living in the property and are due in addition to the rent. These charges may include the provision of services to the scheme, such as communal electricity, communal cleaning, scheme managers.

‘Recharges’ are charges for which the tenant is liable to pay to the landlord for costs the landlord has incurred. These costs could be for deliberate damage caused to the property, works required to bring the property up to a suitable standard, beyond fair and wear and tear and legal costs incurred by the landlord in bringing action against the tenant.

‘Rent’ is money paid by tenants to landlords in return for living in their property.

‘Shared Areas’ The parts of the building and grounds which all tenants have the right to use in connection with their property, for example, halls, stairways, shared lounges, laundry rooms, entrances, landings, gardens, car parks.

‘Vehicles’ a car, bus, lorry, motorcycle, boat, trailer, caravan, motorhome, mobility scooter or similar.

This is an Assured Tenancy Agreement

This agreement is between:

Name and Address of Landlord Sussex Housing and Care
Ronald Simson House
24 Sutton Avenue
Seaford
East Sussex
BN25 4LG

and

Name of Tenant(s) **INSERT NAME(S)**
('You', 'the Tenant')

In the case of joint tenants, the term 'you' or 'tenant' applies to each of you and the names of all joint tenants should be written above. Each tenant individually has the full responsibilities and rights as set out in this agreement.

Address of Property **INSERT ADDRESS**

Type of Property **INSERT**

Number of Bedrooms **INSERT**

Permitted number of persons in occupancy **INSERT**

Date Tenancy Starts **INSERT**

This is a weekly assured non-shorthold tenancy which begins on the date above for a week and thereafter weekly until brought to an end. The home that is the subject of this tenancy is held by Sussex Housing and Care.

Rent and Other Charges:

Weekly Rent	£ INSERT AMOUNTS
Service Charges (see separate Schedule)	£
Heating	£
Water	£
Catering	£
Support Charges	£
Other Charges	£
Total Charge	£

The above charges are a condition of your tenancy agreement, you are not able to opt out of paying for the above charges.

Details of people in household including Tenant:

Name	Date of Birth	Gender	Relationship

1. Rent and other charges

1.1 Our responsibilities

- A. We will provide you with details of your rent and other charges you need to pay. This will include the amount, frequency and due date.
- B. We may increase or decrease your rent and other charges. If this is going to happen we will give you a minimum of four week's notice in writing after which the changes in your rent will be implemented. Changes in rent and other charges usually take place with effect from April each year and are in line with the government guidelines.
- C. We will consult with you before making substantial changes to the services we provide.

1.2 Your responsibilities

- A. You must pay your rent and other charges in advance of when they fall due. For example, if you choose to pay monthly this payment must cover a full month's rent. Your rent account must not be in arrears.
- B. Any arrears or debt owed to Sussex Housing and Care must be cleared before a new tenancy will be offered. If in exceptional cases you are allowed to move to another Sussex and Housing Care property and you owe us money, this will be added as a debt to your new tenancy. You will be expected to sign an agreement to clear any debt owed.
- C. The payment of rent and other charges are your sole responsibility irrespective of being in receipt of any benefits.
- D. If we have to pay back any overpaid housing benefit (or similar benefit) paid towards your rent or services, we will ask you to pay this back to us.
- E. If you have a joint tenancy, each tenant is responsible for paying all of the rent, other charges and any outstanding arrears. You are jointly and severally liable for the full charges for the property and any outstanding debt until the tenancy is ended.
- F. Unless stated otherwise in the schedule of rent and other charges you are responsible for council tax and other utilities such as water, electricity and gas to your own property.

2. Living in your home

2.1 Our responsibilities

- A. We will give you possession of your home at the beginning of the tenancy.
- B. We will not interfere with your rights to peacefully live in your home unless:
 - We need access to inspect, carry out repairs, service your gas/electrical and other installations, other essential work to your home, or access is required to carry out works to a neighbouring property
 - We need to deal with an emergency or
 - A court has given us an injunction for access or a warrant following possession

2.2 Your responsibilities

- A. You must live in your home as your main, only and principal home. If you are a joint tenant at least one of you must occupy the property on these terms. If you do leave your property you must provide us with a forwarding address and contact number.
- B. If you are going to be away from your home for more than 28 days you must tell us and provide details of who can provide access to the property during your period of absence.
- C. If you do not notify us you will be away from your property for more than 28 days we may think you have abandoned the property and begin steps to legally recover possession of the property.
- D. You must not allow anyone else to move into your home without first obtaining our full written consent, even if this is for a temporary period. You must request this in writing, providing details of their name, date of birth and relationship to you. If permission is granted, you must notify the council tax department and if you are claiming any benefits then the relevant benefit department.
- E. During your tenancy you must not (either solely or jointly) own or rent any other residential property which it would be reasonable for you to live in as your home. You must tell us if you own a residential property or have another residential lease or tenancy elsewhere.
- F. You must not run or operate a business from your home without first obtaining our full written permission. We may refuse permission if the business activity is likely to cause a nuisance or annoyance to other people or is likely to cause

damage to the property. We may also ask to see copies of certificates, licences, insurances and other legal documents associated with running a business.

- G. You must not use your home for illegal or immoral purposes.
- H. If you have a partner, friend or carer who lives with you, they may be asked to leave the property in the event of your death. This is because they may not be eligible for succession due to things such as their age and length of time living with you. (see Section 7, Your rights).
- I. You must not allow your home to become overcrowded by allowing more than the permitted number of people to stay with you.
- J. You will not be able to add anyone to your tenancy who does not meet the criteria for the scheme, for example this may be because: of their age; they own or rent another property; they have too much savings; their income is too high.

3. Repairs, maintenance and access

3.1 Our responsibilities

- A. We will keep the structure and outside of your home in good repair. This means we will repair things such as windows and outside doors, roofs, drains, gutters and pipes outside the property.
- B. We will keep all the installations for supplying you with water, electricity, gas and sanitation facilities in good repair and working order, as long as we installed these. This includes sinks, toilets, basins and baths. This does not include other fixtures and fittings or your own appliances that use water, gas or electricity. It also does not include any gas, electric or water meters that serve your home, as these are the responsibility of the companies who supply these services to you.
- C. We will keep in good repair and working order any heating installations (including for heating the water) that we have installed in your home.
- D. We will keep all shared areas and items that are our responsibility in a good state of repair. This means we will repair things such as shared entrance doors, staircases and hallways.
- E. We will keep all shared services, such as lighting in corridors and door-entry systems, in good repair and working order.

- F. We will make sure we remove our rubbish, building materials and equipment from your home within a reasonable time after carrying out repair work and will try to keep disruptions to a minimum.
- G. We will carry out repairs for which we are responsible within a reasonable time, giving priority to emergency repairs.

3.2 Your responsibilities

- A. You must keep your home, including fixtures and fittings, clean and in good condition and make sure that other members of your household and people visiting you do the same.
- B. You are responsible for minor repairs and you should decorate all internal parts of your home as often as is necessary to keep them in good decorative order.
- C. You must keep your home adequately ventilated to ensure that you do not cause condensation. You are responsible for the treatment of mould and/or condensation caused by lack of ventilation and heating.
- D. You must get our written permission before you carry out any improvements or alterations to your home. You must apply in writing setting out full details of the work proposed. It is your responsibility to put right any damage or unauthorised alterations to the property. If not, you may be recharged.
- E. You must take reasonable precautions to prevent flood damage from water leaks in your home and report any water leaks as soon as they occur.
- F. You must put down a suitable floor covering, with adequate underlay or insulation underneath it, to make sure that any noise, excluding normal day-to-day noise, does not unreasonably cause nuisance to your neighbours. We do not consider laminate or wooden flooring to be appropriate and will normally refuse permission if you live above the lowest floor.
- G. You must regularly test and replace the batteries on all smoke alarms. If detectors are hired wired you must report any defects you are aware of to the scheme manager.
- H. You must ensure that drains and waste pipes (including toilets) are not blocked by the disposal of unsuitable matter. To report to us any problems with the drains and waste pipes.

I. There are certain types of repair for which you are responsible. This list is by no means exhaustive but includes:

- decorating the inside of the property;
- replacing broken glass;
- lost keys;
- replacing door catches and door handles inside the property;
- replacing loose or broken toilet seats;
- replacing sink and bath plugs and unblocking sinks, baths and toilets;
- repairing or replacing gas cookers, gas connections and other gas appliances that belong to you;
- dealing with gas leaks on appliances that belong to you;
- repairing or replacing electric cookers, electrical connections and electric appliances that belong to you;
- resetting electrical trips;

- replacing fuses to appliances;
- replacing light bulbs;
- dealing with phones and phone connections, TV aerial points and any other equipment which needs connection points;
- dealing with digital TV cables, internet connections and other technology connections;

3.3 Damage

- A. You must not allow other members of your household, including visitors, to cause damage to any internal and external fixtures and fittings and any communal or shared areas. If you do, you may be recharged for the cost of repair and possible further action may be taken against you for breach of your tenancy.
- B. You must report any acts of criminal damage to the Police and to Sussex Housing and Care, providing information as to time and date, damage caused, crime reference number and if known details of who caused the damage.
- C. You must ensure that repairs are reported at the earliest opportunity to avoid them worsening or causing further damage. Any unreported repairs, such as obvious signs of water leakage, may be recharged to you.
- D. You must not allow animals or pets to cause damage to the property or communal areas. If damage is caused by a pet you will be recharged for the cost of the work.

3.4 Access

- A. You must allow us and our contractors, into your home, to service the appliances we own as necessary.
- B. You must allow us, our agents, or contractors into the property to inspect or carry out repairs, or improvements at any reasonable time, on most occasions these will be by a pre-arranged appointment during normal working hours. We will usually give you at least 24 hours' notice.
- C. We have the right to gain entry into the property immediately in cases of an emergency. In the first instance we will attempt to contact you to gain your permission. In some cases the situation may be such that immediate access is required. Examples of this may be for flooding; gas leak or concerns over a tenants welfare.
- D. If we have to take legal action to enforce the right of entry we will ask the court for an order for costs and you will be liable to pay these.
- E. If you are moving out of your home, you must let us have access to carry out an inspection before you leave. If we need to show possible new tenants around the property we will always ask for your permission.

Gas

If you unreasonably fail to provide or allow access for the gas safety inspection, we have the right to allow ourselves and contractors into the property. By accepting this tenancy you are agreeing that we have the right to do this.

3.5 Alterations and Improvements

- A. You must obtain our written permission before starting any alteration works to the property. This includes fitting things such as laminate or wood flooring; replacing internal doors, replacing light fittings, fitting showers, changing fixtures and fittings such as bathrooms and kitchens.
- B. If we refuse you permission to make an alteration we will explain to you the reasons why.
- C. If we grant you permission, we will make it clear that the work is your responsibility and it should be carried out by an approved and qualified contractor. You will take full responsibility for the upkeep and maintenance of the works and when the tenancy ends you may be asked to return the property to the original condition. Any remedial works we have to do as a result of any alterations you have made will be recharged to you.

3.6 Health and Safety

- A. You must not keep at the property any type of firearm, ammunition or any other sort of restricted weapon, unless you have our written permission and have relevant permits in place.
- B. You must abide by any Health and Safety advice and instruction we give you.
- C. You must not do anything which does or is likely to risk the health and safety of anyone.
- D. You must report to us any Health and Safety issues.
- E. You must not use any bottled gas, paraffin, portable oil or barbeques in your home, with the exception of sealed oil filled radiators.
- F. You must not store any flammable materials such as oil, petrol, gas or paraffin in your home, shared areas and any outbuilding including sheds and garages.

4. Respecting others

4.1 Our responsibilities

- A. We will investigate any complaints of Anti-Social Behaviour, Nuisance or Annoyance reported to us as necessary and will take appropriate action where appropriate.
- B. We will act in a professional manner and treat you with respect.

4.2 Your responsibilities

4.3 Anti-Social Behaviour, Nuisance and Annoyance

- A. You are responsible for your behaviour and that of everyone, who lives in or visits your home, shared areas and the locality. You, or anyone else whose behaviour you are responsible for, must not cause or threaten to cause, a nuisance, annoyance, or disturbance to anyone else including those in the neighbourhood.

Some examples of such behaviour includes but is not limited to:

- Playing loud music
- Verbal or physical abuse
- Arguing and slamming doors
- Letting dogs bark too much or foul public areas
- Offensive behaviour
- Dumping rubbish
- Doing DIY at unreasonable hours
- Damaging or putting graffiti on any of our properties or within the

neighbourhood

- Interfering with, or misuse of, security and safety equipment provided
- Jamming open doors in the communal areas
- Failing to control the behaviour of any children visiting you
- Throwing things from balconies or windows of either the Property or shared areas.
- Hoarding anything in the Property which presents a fire risk or causes smells or infestation.
- Using or selling drugs from your home or any communal area
- Committing any criminal offence or immoral act in your home, any communal area or in the locality of the property

4.4 Harassment

- A. You and any person living with you at your home temporarily or permanently (and any visitor) must not commit any act which could cause offence to any person including another tenant, visitor, neighbour, lawful visitor to the area, employee, contractor, board member or agent of Sussex Housing and Care on any grounds.
- B. This must not happen in your home, in any part of the shared areas, in the neighbourhood or at any of our offices which includes in writing and or on the telephone and on-line.

To use shared areas and lifts in a reasonable way. You must:

- Make sure shared stairwells, hallways and other areas are not used for storage and kept free of rubbish and items such as prams, mobility vehicles or bicycles. This is to avoid accidents, prevent the spread of any fire, allow access, including in emergencies, and avoid nuisance to others
- Make sure your balcony is kept clean and tidy and not used for unsightly storage
- Not interfere with or damage any fire doors, fire escapes or other fire precautions provided in your home or shared areas
- Not to smoke (including electric cigarettes/“vaping”) in shared areas, or allow visitors to do so
- Keep shared driveways, gardens, entrance hallways, lifts and stairwells clean and tidy
- Not throw any article from any landing, balcony, corridor or window, or allow visitors to do so
- Not jam open communal or fire safety doors
- Not interfere with, misuse, or damage any door entry system
- Not let anyone into the building you do not know
- Not store any vehicles powered by petrol, diesel or paraffin in shared areas such as hallways
- To use the dustbins or other methods of refuse disposal provided
- To report any problems to us which pose a health and safety risk

4.5 Domestic Abuse

- A. You or anyone living with or visiting you must not use or threaten to use violence against anyone else.
- B. You or anyone living with or visiting you must not physically, mentally, emotionally, financially or sexually abuse any other person living with or visiting you or, anyone living in, staying in or visiting the locality of your home. If you or that person does we may take legal steps to recover possession of your home.

4.6 Abuse towards staff, contractors and others

- A. You or anyone living with or visiting you must not abuse, threaten, assault, harass or obstruct any staff member, employee, contractor, agent or board member in person, by telephone, in writing, by email and on line including use of social media. This includes in your home, at the scheme, in the locality of your home, at any of our offices or elsewhere.

4.7 Parking and Vehicles

- A. You must make sure that you and other members of your household only park vehicles in designated residents area and visitors park in designated visitor parking areas or off site if applicable. If a parking scheme is in operation for residents then you must only park in residents areas with a valid permit. You must not park where vehicles could block emergency access or exit points, or where they could cause inconvenience, nuisance or a potential danger.
- B. You must not park, or allow members of your household to park, business or trade vehicles, trailers, caravans, motor homes, boats or other inappropriate vehicles in the parking areas, on access roads, on landscaped areas or in your garden, without our written permission.
- C. You must not sell, rent or give away any parking space or garage which we provide for you.
- D. Not to carry out any repairs to any motor vehicle in any area we own, or allow other members of the household or visitors to do so.
- E. Not to leave any motor vehicle untaxed, uninsured or in an unroadworthy condition in any area we own. We may remove these vehicles and charge you the reasonable cost.
- F. Mobility vehicles are powered wheelchairs, mobility scooters and buggies. If you live in a self-contained house or bungalow you can have a mobility vehicle without our permission. If you live in a flat or somewhere with communal areas, you need to get our permission before you keep a Class 2 or 3 mobility vehicle in your flat or on our premises. We will ask you to sign a Mobility Vehicle Agreement.

5. Other important information

5.1 Data Protection

- A. Any personal information you provide to us, verbally or written, will be stored securely. The information collected is required for us to be able to reasonably carry out our duties to maintain a tenant and landlord relationship and allow us to provide services for you.
- B. Some information will be legally required, in order for us to assess your housing needs, things such as your full name, date of birth, household composition, income and savings. Without this sort of information we would not be able to offer you a tenancy and maintain a contractual relationship with you.
- C. We may at times ask for you other information, which is needed in order for us to obtain a better understanding of our customers and tailor services to meet these needs accordingly.
- D. We will not disclose or share your personal information with third parties for commercial or marketing purposes.
- E. We may share your information with other agencies where the law requires us to do so, for example the Police or the courts. We may also need to share certain information with other parties in order for us to provide you with a service, for example, our repairs contractors and lifeline services.

5.2 Insurance

- A. As your landlord we will insure the structure of your home, excluding any fixtures and fittings. This will include the fabric of the building and shared and common areas. You are responsible for insuring the contents of your home. This includes soft furnishings such as carpets.

5.3 Pets and other animals

- A. We have a pet friendly policy and support responsible pet ownership. If you wish to keep a pet you must obtain our written permission and sign an undertaking to abide by our pet policy. We will not usually permit more than 2 cats or dogs per household.
- B. If a pet causes a nuisance, annoyance or damage then we may withdraw permission for you to keep the animal and ask you to rehome them.
- C. Permission may also be withdrawn where it is obvious that an animal is being neglected or abused.

5.4 Complaints

- A. We are committed to providing you with the very best possible service but on occasion you may feel unhappy with a service or a decision.
- B. If you do wish to raise a complaint or dissatisfaction you must contact us at your earliest convenience so that we have an opportunity to discuss it with you and resolve it. We have a formal complaint procedure which we will follow. If we fail to deal with a complaint, or in your view fail to offer a satisfactory investigation and response, you may decide to seek other independent advice from your nearest Citizens Advice or Housing Law specialist. We are also a member of the Housing Ombudsman Service.

5.5 Tenancy Fraud

- A. You must not commit, or allow anyone living with you to commit, any form of tenancy or housing related fraud, including housing benefit fraud.
- B. Examples of fraud may include subletting the property; abandoning the property; holding a tenancy for another residential property; owning another residential property; withholding or providing false or inaccurate information in order to gain this tenancy; housing related benefit fraud.

6. Ending your tenancy

- A. You, or the executor of your will, must provide us with written notice in order to end the tenancy. The notice period must be a minimum of four full weeks or such shorter period as we, in our discretion, may agree.
- B. If you are joint tenants, either party can end the tenancy by giving us at least four weeks' notice in writing.
- C. Notices should be addressed to our registered office: Sussex Housing and Care, Ronald Simson House, 24 Sutton Avenue, Seaford, East Sussex, BN25 4LG but can be handed into your Scheme Manager.
- D. We will acknowledge your notice and advise you in writing of the date your tenancy will end and what action you need to take.
- E. You must provide us with vacant possession and a set of keys to the property by midday on the day your tenancy ends. If we do not receive these the tenancy may not end and you will continue to be charged for rent and all other charges up until we get vacant possession.

- F. You must allow us access to inspect your home prior to you moving out. We may also ask you for access to show a prospective new tenant around.
- G. We may dispose of any items you leave behind, either in the property or any other storage facility, such as a shed or cupboard and you may be recharged for the cost of doing this.

7. Your rights

Detailed below is a summary of your legal rights under the Housing Act 1988 (as amended).

Right to live in your home

This agreement gives you the right to live in the Property without interference from us. This is as long as you, your family, friends and relatives, and any other person living in or visiting your home (including children) do not break any conditions of this agreement.

Right of Tenure

You will remain an assured tenant so long as you occupy the Property as your only or principal home.

We can end a periodic assured tenancy by obtaining a Court Order for possession of your home on one or more of the grounds listed in Schedule 2 to the Housing Act 1988 as amended by the Housing Act 1996 or on any other grounds that are added by any future legislation.

We will provide you with a complete copy of the grounds for possession if you ask us.

In some cases requiring urgent action we can bring proceedings immediately and ask the Court to dispense with the need for service of any notice.

Also, if the tenancy ceases to be an assured tenancy, we can end the tenancy by giving you at least four weeks' notice in writing to terminate the tenancy.

Rights of Succession

Where you are a joint tenant and one of you dies, the tenancy will automatically pass to the remaining joint tenant who will succeed to a sole tenancy through survivorship. This counts as a statutory succession.

Where you are a sole tenant and you haven't succeeded to it yourself, your tenancy will pass to your spouse, civil partner or someone who was living with you as husband or wife on your death. This includes same sex partners. However the successor must have been living at the property as their only or principal home at the time of your death and must meet the criteria set for the scheme.

We will seek possession against any person seeking to take over the tenancy:

- As a result of the tenant's will or intestacy (if they didn't have a will)
- If no one qualified as a successor wishes to take over the tenancy.

Right to consultation

You have the right to be consulted on any changes to our services which will have a substantial effect on you.

Right to Assign

Your tenancy can be assigned by court order or by right of exchange. You may also assign your tenancy agreement to someone who would have the right to succeed.

Right to Mutual Exchange

With our written permission, you can exchange your tenancy with another tenant of a local council or other registered housing association or social landlord. We will only refuse permission if we have a good reason.

Such an exchange will be done either by mutual assignment of the tenancies or by surrender and re-grant of each tenancy in accordance with the relevant legal and regulatory provisions.

Right to take in a lodger

You have the right to take in a lodger or sublet part of your home. Before you consider this you must get our written permission. We will require you to provide information as to who they are, their age, gender and where they will live. We will not allow you to overcrowd the property or turn a lounge or sitting area into an additional bedroom.

You must never sublet the whole of your home. This will be a breach of your tenancy. In this case we will treat you as having parted possession with the property. You will no longer be treated as an assured tenant and we will take steps to obtain a court for possession of the property.

Never allow anyone to move into your home until you have spoken to us and obtained our written consent. Any persons moving into the property must meet the age criteria for the scheme, exceptions to this can be made at the discretion of Sussex Housing and Care for partners and registered carers.

8. Declaration

I/We* have read, understood and accept the terms and conditions of this tenancy agreement.

I/We* understand that if we have provided information in order to obtain this tenancy that is later found to be false, or withheld relevant information, Sussex Housing and Care may begin legal action to end the tenancy.

*Delete where appropriate

Signed (the tenants) Tenant 1 Tenant 2	Signed (on behalf of Sussex Housing and Care)
Print name(s) (the tenants) Tenant 1 Tenant 2	Name (and position) Director of Housing and Care
Date	Date

Previous Tenancies

If you were in rent arrears or owed other debts in respect of a previous tenancy with us, we may ask you to sign a schedule (detailed in Schedule 2) setting out your agreement to repay those debts.

Should we find out you have not declared relevant information to us, including but not limited to debts owed to previous landlord's and acts of anti-social behaviour and nuisance, we may consider this a breach of your tenancy and take steps to end it. We may also take steps to end the tenancy if you have provided fraudulent information about yourself or other members of your household.

Schedule 2 – Debt from previous tenancy

Agreement to pay former tenant arrears and other debt

Former Address	
Reference	
Tenant Name	
Tenant Name	
Rent Arrears	
Legal Costs	
Recharges	
Other (specify)	
Total	

I/We* agree to pay £ _____ per week/month to clear these former arrears/debt.

I/We* will make the first payment on _____

I/We* understand that this agreement (or any subsequent signed agreement to vary the terms) is a term of this tenancy agreement. I/We understand that if we fail to maintain this agreement Sussex Housing and Care may take legal action to seek possession of the property.

*Delete where appropriate

Signed (the tenants) Tenant 1 Tenant 2	Signed (on behalf of Sussex Housing and Care)
Print name(s) (the tenants) Tenant 1 Tenant 2	Name (and position) Director of Housing and Care
Date	Date