



Housing the future of London

ASSURED SHORTHOLD TENANCY AGREEMENT

THIS TENANCY AGREEMENT IS BETWEEN:

Name and address of HYELM	HYELM of 43-51 New North Road London N1 6JB (the Landlord) and								
Name of Tenant(the Tenant)								
Address	in respect of ApartmentHYELM - Old Street 43 New North Road London N1 6JB (the Apartment)								
The Tenancy	This tenancy is a fixed term assured shorthold tenancy and begins on Monday theday of 202.... (the 'Commencement Date')								
The Rent	<p>The monthly Rent for the Apartment at the start of the Tenancy and due in advance on the first day of each month is:</p> <table border="1"> <tr> <td>Rent</td> <td>£</td> </tr> <tr> <td>Service charge</td> <td>£</td> </tr> <tr> <td>Council Tax</td> <td>£</td> </tr> <tr> <td>Total payable:</td> <td>£</td> </tr> </table>	Rent	£	Service charge	£	Council Tax	£	Total payable:	£
Rent	£								
Service charge	£								
Council Tax	£								
Total payable:	£								

Signed by the Tenant:
Signed on behalf of HYELM
Position:
Date:

ABOUT HYELM AND THIS DOCUMENT

About HYELM

We're a friendly, informal, not-for-profit landlord registered with the Regulator of Social Housing (the "Regulator") under section 112 of the Housing and Regeneration Act 2008 (Registration No. H0312) and a charity registered with the Charity Commission under number 215575.

We support young working people who cannot afford to rent or buy privately by offering convenient and quality accommodation in great London locations which is not intended to be permanent and is provided for an initial fixed term of 2 years.

After the initial fixed term, we will consider granting extensions of up to 12 months each, to residents who continue to meet the eligibility criteria and who engage with us and demonstrate their commitment to moving on to purchase or rent housing of a permanent nature.

Our approach is open and transparent, with no surprises or hidden costs, making renting with us hassle-free. Young people know where they stand. We offer residents security, comfort and simplicity in relaxed and welcoming spaces. We expect our residents to co-operate with us to maintain our approach and work towards their move-on to ensure that our accommodation can be enjoyed by other young people in London who we have been helping for nearly 100 years. In a difficult housing market, we're on the side of young people.

How we help

We add value and make a real difference to the lives of those whom we house by providing them with:

- Safe, quality affordable homes and services in great London locations
- A fair, open and transparent deal – residents know exactly where they stand
- Security and certainty at a critical time in resident's lives.

Changing lives

At HYELM we help change young people's lives. We provide:

- Quality affordable homes at an all-important stage in their careers
- Hassle-free rental accommodation in relaxed spaces offering a great quality of life
- Safety and security in a city that can be as impersonal as it is exciting.

About this document

This document is a legal contract between us, which creates an assured shorthold tenancy of the Apartment (an en-suite bedroom) within a shared Flat of up to six apartments for a minimum period of stay with HYELM referred to as a fixed term.

Before signing this agreement, you should take time to read through it and satisfy yourself that you understand and are happy with the content. If you have any concerns, you should ask questions of the person you are signing the agreement with or seek independent advice from another person.

This document is important. It sets out each of our rights and responsibilities under the agreement. You should keep your copy for the lifetime of the tenancy as you may need to refer to it in future.

This document is broken down into sections as follows:

Section A	Definitions and interpretation - This section explains certain terms and phrases used in this Agreement.	Page 3
Section B	Main terms of the agreement – This section sets out terms which are particular to this Agreement although the whole document is important, it is extremely important that you understand and agree the terms in this section.	Page 5
Section C	HYELM's obligations – This section sets out our obligations to you under this	Page 6

	Agreement	
Section D	The Tenant's obligations – This section sets out your obligation to us under this Agreement. It is important that you understand and comply with these obligations as a failure to do so may result in you being evicted.	Page 8
Section E	The tenant's rights – This section set out your rights whilst you are a tenant of HYELM	Page 14
Section F	Additional rights and obligations – This section sets out additional rights and obligation applicable to you and HYELM	Page 15

Section A – Definitions and Interpretation	
The following definitions and rules of interpretation apply to the agreement:	
The Landlord	HYELM referred to in this Agreement as “HYELM”, “us” and “we”.
The Tenant	Is the person to whom the Apartment is let and is referred to in this Agreement as “the Tenant”, “you” and “your” (In the case of joint tenants, these terms apply to each of you and the names of all joint tenants should be shown above. Each Tenant individually has the full responsibilities and rights set out in this Agreement.)
The Apartment	Means the bedroom and en-suite bathroom
The Flat	Means the Flat in which the Apartment is situate
Communal Area	Means the communal kitchen, dining and lounge areas shared with other members of the flat
The Building	Means HYELM - Old Street, 43-51 New North Road N1 6JB and includes the Apartment and all access paths, walkways and gardens
Common Parts	Means the entrance lobbies, reception area, access corridors, lifts, staircases, cycle stores, courtyard, launderette, bin store and roof terrace of the Building together with any other facilities or services from time to time provided for the common use of the Tenants of the Building.
The Tenancy	Means this Tenancy Agreement and is referred to as the ‘Tenancy’ and ‘Agreement’
The Fixed Term	The Tenancy is a fixed term assured shorthold tenancy from the Commencement Date and fixed for two years. At the end of the fixed term a statutory periodic tenancy may arise under section 5(2) of the Housing Act 1988
Extension	Means a period of up to a maximum of 12 months after the Fixed Term. An Extension will be considered following completion of the Housing Extension Request Form. Where we agree an Extension, we will not enter into a new Tenancy Agreement and you will occupy the Apartment as a statutory periodic tenant on the terms and conditions of this Agreement in accordance with Section 5(2) Housing Act 1988.

Maximum Stay	Means the maximum period that you may stay with us as a tenant of HYELM and includes the Fixed Term and any subsequent Extension up to a maximum of 5 years
Fittings	Means the fixtures, fittings, furnishings and installations listed in the inventory attached to this Agreement
Rent	Means the monthly rent, service charge and council tax as set out on page 1 of the Agreement and varied from time to time.
Service Charge	Means the monthly service charge(s) as listed in the schedule 2 attached to this agreement

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Section B – Main terms of the Agreement	
It is agreed as follows:-	
Grant of the Tenancy	(1) HYELM lets to the Tenant and the Tenant agrees to occupy the Apartment for the Term on the terms and conditions set out in this Agreement which creates an assured shorthold tenancy.
Who will live in the Apartment	(2) Only the Tenant may live in the Apartment. To allow any more people than that to occupy would mean that the Apartment is overcrowded.
Payments for the Apartment	(3) The monthly Rent for the Apartment at the start of the Tenancy and due in advance on the first day of each month is set out on page 1 of this Agreement.
Additional payments due to us	(4) Any additional money payable by you to us under this Agreement is payable in the same way as the rent and we may charge to your rent account the costs of any rechargeable repairs, maintenance works, legal costs or any other payments properly due to us.
Services	(5) <ul style="list-style-type: none"> (a) We shall provide some or all of the services set out in the attached Schedule and for which you shall pay a service charge. (b) We may increase, add to, remove, reduce, or vary the services provided. We will act reasonably and will take account of tenants' views and any guidance issued by the Regulator. Following consultation, any changes proposed will only take effect after we have served one month's notice setting out the changes and the date from which they will take effect. (c) We may charge for services on the basis either of reasonable costs incurred during the previous accounting period or of estimates for the current or next accounting period. The difference between any estimate and the actual cost may be carried forward. (d) We may establish a sinking fund to be applied to any substantial cost expected to be borne by the service charge account in the foreseeable future. (e) The cost of services shall be apportioned equally between all the Apartments concerned or divided in such other proportions as we consider appropriate acting reasonably (f) We shall provide an annual account of the costs incurred, the service charges due, and the amount held in the sinking fund if any. We will comply with all relevant statutory requirements that may be in force from time to time and will account fully for all expenditure.

<p>Changes in rent and service charge</p>	<p>(6) (a) We may increase or decrease the rent by giving you not less than one month's notice in writing. We may increase the rent with effect from the first day of January immediately following the date of this Agreement and thereafter with effect from the first day of January of each succeeding year (or any such later date as we may specify). The revised rent shall be the amount specified in the notice of increase and will become due on the date specified in the notice.</p> <p>(b) We may decrease the rent in accordance with paragraph 6(a) above at any time.</p> <p>(c) The service charge may be reviewed not more than twice in any one year. We will give you one month's written notice of any change.</p>
<p>Service of notices</p>	<p>(7) (a) Notice is hereby given that our address for the receipt of legal notices, and any other communication arising from this Agreement, is: 43-51 New North Road London N1 6JB</p> <p>(b) Any legal notice, or any other communication arising from this Agreement, shall be validly served on you if delivered to the post box serving the Apartment and/or sent by email to a valid email address you have provided to us.</p>
<p>Altering the agreement</p>	<p>(8) (a) The terms of this Agreement may be varied by express written agreement between us and you, or</p> <p>(b) This Agreement will be varied if the law changes in such a way to render any of its terms inoperative or unlawful, or if any of the existing terms are inconsistent with the law. We will notify you in writing if this happens.</p> <p>This clause does not apply to any changes in rent or service charges. We may make changes to rent and service charges by serving notice on you in accordance with this Agreement.</p>
<p>False Statements</p>	<p>(9) It is a term of this Agreement that the Tenant has not induced HYELM to grant this Tenancy by a false statement made knowingly or recklessly. If information comes to the attention of HYELM that shows that HYELM were induced to grant this Tenancy HYELM will seek possession for breach of this clause.</p>
<p>Third Parties</p>	<p>(10) HYELM and the Tenant agree that this Agreement does not, and is not intended to, confer any benefit on any third party which could be enforced under the Contracts (Rights of Third Parties) Act 1999.</p>
<p>Section C - HYELM'S obligations</p>	
<p>We agree:-</p>	
<p>Possession</p>	<p>(1) To give you possession of the Apartment at the commencement of the Tenancy.</p>
<p>Your right to occupy</p>	<p>(2) Not to interrupt or interfere with your right peacefully to occupy the Apartment provided you comply with the terms of this Agreement except where –</p>

	<p>(a) access is required in accordance with the provisions of this Agreement or</p> <p>(b) we are entitled to possession of the Apartment.</p>
Repair of structure and exterior	<p>(3) To keep in repair the structure and exterior of the Apartment and the Building including–</p> <p>(a) drains, gutters and external pipes;</p> <p>(b) the roof, outside walls, outside doors windowsills, window catches, and window frames;</p> <p>(c) internal walls, floors and ceilings, doors and door frames, door hinges and skirting boards but not including internal painting and decoration;</p> <p>(d) main pathways, steps or other means of access to the Building and Apartment;</p> <p>(e) plasterwork (except minor cracks and blemishes);</p>
Repair of installations	<p>(4) To keep in repair and proper working order any installation provided by us in the Apartment for space heating, water heating and sanitation and for the supply of water, gas and electricity, including–</p> <p>(a) sinks, showers, toilets, flushing systems and waste pipes;</p> <p>(b) electric wiring including sockets, switches and light fittings, and water pipes;</p> <p>(c) water heaters and central heating installations</p> <p>but specifically excluding all or any appliance belonging to or introduced by the Tenant.</p>
Repair of Common Parts	<p>(5) To take reasonable care to keep the Common Parts, including their electric lighting, in reasonable repair and fit for use by you and other occupiers of and visitors to the Property.</p>
External decorations	<p>(6) To keep the exterior of the Building and any Common Parts in a good state of decoration and to decorate these areas periodically.</p>
Insurance	<p>(7) To keep the structure of the Building insured against loss or damage by fire and other risks covered by a standard buildings insurance policy. You are responsible for your own contents and we would recommend that you take out a policy to protect yourself.</p>
Succession to partner	<p>(8) On your death if you are a sole Tenant who is not a Successor, the Tenancy will pass to your partner (whether or not you are married, and including a same-sex or civil partner) under the provisions of the Housing Act 1988 provided that he or she occupies the Apartment as their only or principal home at the time of your death.</p>
Housing Management	<p>(9) (a) To provide you with information on our housing management policies as required by the Regulator.</p> <p>(b) You have a right to inspect any personal information held by us about you and to correct inaccurate information. We will comply with the provisions of the Data</p>

	<p>Protection Act 2018 as amended from time to time.</p> <p>(c) We will use for housing management and maintenance purposes in connection with this tenancy any information provided to us about you.</p> <p>(d) To allow you reasonable access to other personal information held about you (provided that this right shall not apply to information provided to us in confidence by third parties or information that relates to third parties who have not given consent to the disclosure) and to allow you to correct or record your disagreement with the information we hold.</p>
Section D - Your obligations	
You agree:-	
Possession	(1) To take possession of the Apartment at the commencement of the Tenancy and not to part with possession of the Apartment or sub-let the whole or part of it.
Rent and other Charges	<p>(2) (a) To pay the Rent and service charge monthly in advance.</p> <p>(b) To pay any arrears of rent due under any previous tenancy agreement with us and that any such arrears shall be regarded as rent lawfully due under this Agreement.</p> <p>(c) To pay interest at 4% above the Bank of England base rate on any Rent and other charges due under this Agreement which are more than 14 days overdue. The interest will be payable from the date the payment fell due until the date it is paid.</p> <p>(d) To pay all reasonable costs and expenses incurred by us in:</p> <ul style="list-style-type: none"> • Recovering or attempting to recover any Rent or other monies in arrears; • Enforcing any of the Tenant obligations in this Agreement; • Serving any Notice relating to any breach of this Agreement whether or not court proceedings are brought.
Outgoings	(3) To meet all outgoings applying to the Apartment for which you are responsible.
Use of the Apartment	<p>(4) (a) To use the Apartment for residential purposes as your only or principal home and not to use the Apartment for illegal or immoral purposes.</p> <p>'Illegal' and 'immoral' includes possession, supply (selling, dealing or sharing) and production of any illegal substance (drugs) in any of 'class A' to 'class C'. We operate a zero-tolerance policy on drugs and where we have evidence will report all incidents of drug use, sale, production to the police and terminate the tenancy.</p> <p>(b) Not to operate any business at or from the Apartment without our prior written consent (permission shall not be unreasonably refused).</p> <p>(c) Not to operate any business at or from the Apartment such as to cause, or be likely to cause, a nuisance or annoyance to other persons in the Building.</p> <p>(d) We may withdraw any consent given in accordance with clause (4)(b) if the operation of the business causes a nuisance or annoyance to other persons in the Building or involves criminal activity (withdrawal of consent shall not be</p>

	<p>unreasonably made).</p> <p>(e) Not to exhibit any business or trade sign at the Apartment.</p> <p>(f) Not to use the Apartment as the address for any company or business.</p> <p>(g) Not to allow any person under the age of 18 to stay overnight in the Apartment.</p>
Use of the Flat	<p>(5) (a) To share the Flat with members of your Flat as licensees for residential purposes and not to use the Flat for illegal immoral or business purposes.</p> <p>(b) To co-operate with members of your Flat on all issues concerning your Flat and not use the Flat in such a way as to cause a nuisance or annoyance to members of your Flat.</p> <p>We expect all residents of HYELM to:</p> <ul style="list-style-type: none">• be respectful to members of their Flat;• share tasks, such as tidying and cleaning the Flat;• share the kitchen appliances and/or make necessary arrangements for all members of the Flat to have reasonable use of the kitchen;• share the lounge area and/or make necessary arrangements for all members of the Flat to have reasonable use of the lounge area;• resolve difficulties issues and disputes between members of the Flat. <p>We will not and generally are not able to resolve disputes between members of flats. We will treat issues of members of flats not being respectful to each other and the respective use of the Flat as a breach of this clause and may consider terminating the Agreement.</p> <p>(c) Not to allow visitors to the Apartment and/or Flat to stay overnight in the Flat.</p> <p>(d) To ensure that your visitors comply with the obligations in this clause to be respectful to and co-operate with members of your Flat.</p>
Use of the Building	<p>(6) (a) To share the Building and use it in a reasonable manner and co-operate with all other occupiers and not to use the Building for illegal immoral or business purposes.</p> <p>(b) Not to use the Building as the address for any company or business.</p> <p>(c) Not to use the Building in such a way as to cause a nuisance or annoyance to other occupiers of the Building.</p> <p>(d) Not to place or store any goods or other article in any Common Parts of the Building (save for the storage of bicycles in the designated storage space) and to dispose of any rubbish only in the bins provided and/or in accordance with local arrangements.</p> <p>(e) Not to obstruct any corridors, staircases, or lifts and not to throw any article from any landing, corridor, window or roof terrace.</p> <p>(f) We reserve the right to change, alter or withdraw use of any part of the Building we provide including, but not limited to, the launderette and roof terrace, without notice or consultation with residents.</p> <p>(g) We reserve the right to change, alter or withdraw any of the services we provide</p>

	including, but not limited to, the availability of staff in the Building, the delivery of post and window cleaning. We will not accept delivery of parcels on your behalf and accept no responsibility for any parcels left in any part of the Building for your attention.
Nuisance	(7) Not to cause, or allow members of your Apartment or visitors to the Apartment, Flat and/or Building to cause a nuisance or annoyance to other persons in the Building, neighbourhood or locality of the Building or our offices, or to any of our tenants, agents, employees, board members or contractors.
Threatening or abusive behaviour	(8) Not to commit, or allow members of your Apartment or visitors to the Apartment, Flat and/or Building to commit, any assault, physical or verbal abuse or harassment of other persons in the Building, neighbourhood or locality of the Building, including towards members of your Apartment and/or Flat, or at or in the neighbourhood or locality of our offices, including any of our tenants, agents, employees, board members or contractors.
Racial and other harassment	(9) Not to commit, or allow members of your Apartment or visitors to the Apartment, Flat and/or Building to commit, any harassment, or threat of harassment, on the grounds of race, ethnic or national origin, colour, religion, sex, sexual orientation, age, disability or appearance that may interfere with the peace and comfort of, or cause offence to, other persons in the Flat, Building or neighbourhood of the Building or to any of our tenants, agents, employees, board members or contractors.
Noise	(10) (a) Not to play, or allow to be played, any sound/music system, radio, television, or musical instrument at or in the Apartment and/or Flat so loudly that it causes or is capable of causing a nuisance or annoyance to other persons in the Building. (b) Not to make, or allow to be made at or in the Apartment and/or Flat and/or Building, excessive or unreasonable noise.
Smoking	(11) Not to smoke or use any electronic cigarette or vaping device in any part of the Building including the Apartment and Flat. For the avoidance of doubt, smoking is not permitted in any part of the Building including the roof terrace.
Pets	(12) Not to keep any animal, bird or reptile in the Apartment or any other part of the Building except for assistance dogs or other animals required to provide assistance for a disability.
Safety, Security and Emergency	(13) (a) Not to use or store in the Building, including the Apartment and Flat, any flammable materials except as may be permitted by any Statutory Regulations relating to the storage and use of such substances. (b) Not to use or store in the Apartment or Flat, any paraffin or calor gas heater. (c) Not to use, permit to be used or store in any part of the Building, any barbecue or barbecue fuels. (d) Not to tamper with or make any alterations or additions to the Apartment or Flat (including television, radio aerials or satellite dishes). (e) To connect electrical appliances to the mains outlets provided only and not to

	<p>interfere with the electrical wiring or installations in the Apartment or Flat in any way.</p> <p>(f) Not to store or allow members of your Apartment or visitors to store any belongings in any common parts or communal areas of the Building.</p> <p>(g) Not to, or allow members of your Apartment or visitors to, leave open or prevent the automatic closure of fire exit and security doors at any time.</p> <p>(h) Not to, or allow members of your Apartment or visitors to, tamper with or make any alterations or additions to any windows within the Building.</p> <p>(i) To supervise your visitors to the Building at all times whilst in the Building and not to allow any person access to the Building who is unknown to you.</p> <p>(j) To contact the emergency services (Police, Fire or Ambulance) in the event of an emergency.</p> <p>(k) To ensure that you are not locked out of the Building overnight and to pay any costs reasonably incurred by us in allowing you entry into the Building in such circumstances.</p> <p>(l) Not to have any further keys cut for the Apartment or give any keys for the Apartment, Flat or Building to any person who is not a member of your Apartment.</p> <p>(m) To pay for the costs of any replacement keys or key fobs that have been lost or not returned at the end of the Tenancy.</p> <p>(n) To ensure that you have an appropriate insurance policy for your own belongings. HYELM insure the building only against fire, flooding and other insured risks.</p> <p>(o) To promptly inform the Police of any theft or loss from the Apartment or Flat.</p>
<p>Internal decoration and cleanliness</p>	<p>(14) (a) To keep the interior of the Apartment in good and clean condition (save normal wear and tear) and to decorate all internal parts of the Apartment as often as is necessary to keep it in good decorative order.</p> <p>(b) To keep the interior of the Flat in good and clean condition (save normal wear and tear).</p> <p>(c) To dispose of any rubbish in the bins provided and in accordance with local arrangements.</p> <p>(d) Not to make any additions, alterations, improvements to the Apartment, Flat, or Building.</p> <p>(e) Not to cause any blockage to the drains and pipes of the Apartment and Flat.</p>
<p>Maintenance</p>	<p>(15) To carry out such minor repairs as may from time to time be required as part of the Tenant's general obligations set out in clause D (14) above including but not limited to the following repairs and maintenance:</p> <ul style="list-style-type: none"> • Clearing of water pipes, sinks and toilets caused by misuse; • Replacement of plugs, chains and seats to sinks and sanitary ware; • Replacement and cleaning of the kitchen extraction filters; • Replacement and cleaning of the bathroom filters; • Replacement of lightbulbs. <p>and to pay any costs reasonably incurred by us carrying out such works in default, such costs to be added to your rent account if unpaid.</p>
<p>Damage</p>	<p>(16) To make good any damage to the Apartment Flat or Building or our Fittings caused by you a member of your Apartment or any visitor to the Building, fair wear and tear</p>

	<p>excepted, and to pay any costs reasonably incurred by us in carrying out such works in default, such costs to be added to your rent account if unpaid.</p>
Reporting disrepair	<p>(17) To report to us promptly any disrepair, defect or infestation in the Apartment Flat or Building that you are aware of and for which we are responsible.</p>
Access to the Apartment and Flat	<p>(18) (a) To allow our employees or agents access to the Apartment at reasonable times and subject to reasonable notice to inspect the condition of the Apartment, to inspect or service appliances or to carry out repairs or other works to the Apartment or adjoining apartment. (We will normally give at least 24 hours' notice but more immediate access may be required in an emergency.)</p> <p>(b) We may make a forced entry to the Apartment in an emergency if you are absent. We will repair any damage caused to the Apartment in making a forced entry but may recover the costs from you if a forced entry is necessary due to your act or default or that of a member of your Apartment or visitor.</p> <p>(c) We have a duty to inspect the installations and may take Court proceedings against you to obtain access if it is not given. We will ask the Court to make you responsible for the costs of any court proceedings. If legal costs are incurred by us but proceedings are not issued, you agree to pay our reasonable legal costs incurred as a result of a breach of this clause. If legal proceedings are necessary we may also seek possession of the Apartment.</p> <p>(d) To allow our employees or agents access to the Apartment at reasonable times during the last 4 weeks of the Fixed Term or any Extension to inspect the Apartment and allow prospective tenants to view the Apartment.</p> <p>(e) We have a right to enter the Flat, but not the Apartment, at any time and without notice, but we will normally give at least 24 hours' notice of our intention to enter the Flat.</p> <p>(f) Not to assault or obstruct our employees, agents or contractors in the performance of their duties when inspecting or carrying out works at the Apartment or Flat or elsewhere in the Building.</p> <p>(g) HYELM has the right to and retains a set of keys to the Apartment and Flat.</p>
Vehicles and parking	<p>(19) (a) Not to bring any bicycle, scooter or similar vehicle into the Building.</p> <p>(b) To park one bicycle only in the designated bicycle storage area, subject to our consent (which will not be unreasonably withheld) and registration of the bicycle.</p> <p>(c) We may remove any bicycle that in our reasonable opinion has been abandoned, is dangerous or has been stored without our consent and registration from the designated bicycle storage area or anywhere else in the Building.</p> <p>(d) Not to drive or park or allow any car or other motor vehicle of any description on any road, driveway, forecourt, access path or land belonging to HYELM.</p> <p>(e) Not to apply to the local authority for a parking permit to park a vehicle on the street, unless required because of a disability.</p>
Assignment	<p>(20) (a) Not to assign the Tenancy except in furtherance of a court order.</p> <p>(b) Not to key-swap (exchange apartments) with any other person in the Building except with our written consent.</p>
Overcrowding	<p>(21) Not to allow the Apartment to become statutorily overcrowded.</p>
Sub-letting	<p>(22) (a) Not to grant a sub-tenancy of the Apartment or any part of the Flat.</p> <p>(b) Not to let the Apartment on any short-term basis or advertise the Apartment for</p>

	<p>short-term occupation as a holiday-let or any other reason on any platform including, internet based websites or other social media or messaging websites or applications.</p>
Absence from Apartment	<p>(23) (a) To inform us in writing, and if possible in advance, if you are or expect to be absent from the Apartment for a period of 14 days or more.</p> <p>(b) In the case of such absence, or proposed absence, to notify us of who should be contacted in an emergency, including when emergency access to the Apartment is required and to provide appropriate contact details.</p>
Information and your circumstances	<p>(24) (a) To inform us in writing, within 14 days:</p> <ul style="list-style-type: none"> • if you have or acquire an interest in another property; • if there is any change in your circumstances, including but not limited to: <ul style="list-style-type: none"> ○ You cease to be eligible for occupation of HYELM accommodation; ○ You change jobs or there is a significant change in your salary; ○ You cease to be a keyworker (if that status applied to you at the start of this Agreement); ○ You cease to be employed. <p>(b) To meet with us on a regular basis and when invited to do so and in any case prior to the last 3 months of the Fixed Term and any Extension to discuss your circumstances, whether you are able to move on to permanent accommodation and/or whether you remain eligible for occupation of HYELM accommodation.</p> <p>(c) To be proactive and take all reasonable steps to ensure that you are able to move on to permanent accommodation at the end of the Fixed Term or any Extension.</p>
Co-operation with Staff	<p>(25) To comply with the reasonable requests of HYELM staff, contractors, agents or other representatives relating to the use of the Apartment and Building and co-operate with and do all that is reasonable to assist HYELM in complying with its obligations under this Agreement and the management of the Apartment, Flat and Building.</p>
Guides for Tenants	<p>(26) To comply with and ensure that any visitors to the Building comply with any guide provided for Tenants.</p>
Ending the Tenancy	<p>(27) (a) To give us at least four weeks' notice in writing when you wish to end the Tenancy.</p> <p>(b) If you leave the Apartment without giving proper notice to us, to continue to pay rent and any other charges that are/fall lawfully due until we recover possession of the Apartment.</p> <p>(c) Once you have given notice to us, to allow access to the Apartment to inspect or allow prospective tenants to view the Apartment.</p>
Moving out	<p>(28) (a) To give us vacant possession and return the keys to the Apartment and all key fobs to the Building at the end of the Tenancy and leave the Apartment and Fittings clean and in good lettable condition and repair. In default we may recharge you for the reasonable costs incurred in changing locks, cleaning and repairing the Apartment, Flat, and Fittings.</p> <p>(b) To remove all personal furniture, possessions and rubbish from the Apartment and Flat at the end of the Tenancy. In default we will dispose of any such items and recharge you for the reasonable costs incurred in removing and disposing of such items.</p>
Regulations	<p>(29) (a) To abide by any fire regulations applicable to the Apartment and Building.</p> <p>(b) To observe any reasonable regulations introduced by us or the Local Authority and</p>

	formally notified to you regarding the use of the Building.
Section E – The Tenant’s Rights	
You have the following rights:-	
Right to occupy	(1) You have the right to occupy the Apartment without interruption or interference from us for the duration of this Tenancy (except when access is given or obtained in accordance with clause D (18) or where the Tenancy is terminated).
Tenure	(2) (a) You shall remain an assured shorthold tenant if and so long as you occupy the Apartment as your only or principal home. (b) So long as the tenancy remains an assured shorthold tenancy we can only bring it to an end by obtaining a court order for possession of the Apartment in accordance with Section 8 and/or Section 21 of the Housing Act 1988.
Terminating the Tenancy	(3) (a) If at any time: <ul style="list-style-type: none"> • The Rent, or any part of it remains unpaid for 14 days after falling due, whether formally demanded or not; or • an obligation or agreement of the Tenant is not complied with; or • any of the grounds (reasons) set out in Schedule 2 to the Housing Act 1988, brief details of which are - <ul style="list-style-type: none"> ○ Ground 6 where we intend to demolish or redevelop the Building; ○ Ground 7 where the tenancy has devolved under the will or intestacy after the death of the Tenant; ○ Ground 7a serious offence or anti-social behaviour; ○ Ground 8 at least two months’ rent arrears; ○ Ground 9 suitable alternative accommodation; ○ Ground 10 some rent overdue; ○ Ground 11 persistent delay in paying rent; ○ Ground 12 breach of any of the terms of this Agreement; ○ Ground 13 condition of Apartment, Flat or Building as deteriorated due to acts of Tenant; ○ Ground 14 the tenant is guilty of nuisance/annoyance or convicted of a criminal offence; ○ Ground 14a domestic violence; ○ Ground 17 HYELM were induced to grant this Tenancy by a false statement. <p>HYELM may seek to terminate the Tenancy and recover possession of the Apartment (sometimes referred to as forfeiture and re-entry). When seeking possession relying on the grounds for possession we will usually give you at least two weeks’ notice of our intention to seek a possession order, unless required to give a longer period of notice by any statutory provision. We may give a shorter period of notice or no notice at all, if relying on nuisance, harassment or damage to the Apartment and the possession order may take effect at any time.</p> <p>(b) Where possession is required at the end of the Fixed Term or any Extension we</p>

	will give you two months' notice of our intention to seek possession in accordance with section 21 Housing Act 1988.
Cessation of assured tenancy	(4) If the Tenancy ceases to be an assured shorthold tenancy we may end any contractual Tenancy that remains by giving you four weeks' notice in writing.
Consultation	(5) We may consult you before making changes in matters of housing management or maintenance that are likely to have a substantial effect you.
Right to information	(6) (a) You have a right to information from us about the terms of this Tenancy, our repairing obligations and our various policies and procedures. (b) We are a Data Controller under the Data Protection Act. You have a right of access to personal data held about you.
Complaints	(7) (a) We have an established procedure for dealing with complaints raised by you on any matter arising from this Tenancy. We shall provide details of the procedure at the beginning of the Tenancy and inform you of any changes. (b) You may also make a complaint to a 'designated person' your MP or local Councillor in we are unable to resolve the complaint. (c) If after the complaints procedure has been exhausted, you are still dissatisfied you have the right to refer the complaint to the Independent Housing Ombudsman.
Section F - Additional rights and obligations	
Succession	(1) On your death if there is no succession to a partner under clause C(8) this Tenancy will cease to be an assured shorthold tenancy and we will seek a Court order for possession of the Apartment if any person claims to inherit the Tenancy.
Rent and other charges at the end of the Tenancy	(2) (a) You are obliged to pay the Rent and other charges up to and including the last day of your occupation of the Apartment, including where we have terminated the tenancy in accordance with clause E(3). (b) Where the Tenancy is brought to an end in accordance with clause D(27) or E(3) any Rent that has been paid for a period after the Tenancy has ended will, provided you vacate the Apartment by the end of the Tenancy and do not owe us any money for rechargeable repairs or other charges, be returned to you within 14 days of the date on which the Tenancy ended. If you do owe us money for repairs of other costs we will deduct these costs and return any balance within 14 days.
Regulator of Social Housing	(3) We are subject to any guidance on housing management practice issued by the Regulator with the approval of the Home Secretary and this Tenancy is one to which that guidance applies.

Schedule 1

Right to Rent – Immigration Act 2014

Name	Date of birth	Documents checked	Immigration status	Date of check

DRAFT

Schedule 2
Services

DRAFT

Schedule 2
Special Tenancy Conditions

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