

The Assured Shorthold Tenancy

The Customer's obligations



Your initial tenancy with Manningham Housing Association is a starter tenancy called an *Assured Shorthold Tenancy* and lasts for a trial period of 12 months

During this period we will monitor your tenancy and arrange routine visits with you. Towards the end of the 12 months, we will carry out a final review and consider issues including your rent account and whether we have received any complaints.

Until your tenancy is converted into a full assured tenancy, it is possible for us to obtain possession of your home without proving a ground for possession. Your security of tenure is therefore much stronger with the full assured tenancy.

Provided that you have satisfactorily kept to the terms of your tenancy agreement during the trial period, the tenancy will be converted to a full assured (non-shorthold) tenancy and we will contact you about this.

Tenant Declaration

I understand that the first 12 months of my tenancy is a trial period and if I breach the terms of my tenancy, it may not be renewed and MHA would seek possession of the property.

I confirm that I have received the MHA Starter Tenancy Policy a valid Gas Certificate and an Energy Performance Certificate (EPC) for this property.

Name of Tenant/s:

Address:

Signed by Tenant: **Signed by Tenant:**.....

Signed by Neighbourhood Officer: **Date:**

Good Neighbour Agreement



All residents who are either existing residents or new prospective residents to the scheme must accept the following:

Cleanliness

- I agree to keep my garden, driveway and pavement outside my property clean, tidy and litter free.
- I agree to dispose of my rubbish by placing it in my designated bin and bagged up securely. All large items to be collected through the bulk refuse department from the council.
- I agree not to allow my children or any visitors to my home to deliberately litter the area.

Parking

- I will only park in my designated area. I agree not to speed or park irresponsibly i.e. in front of others driveway, park in such a way that others cannot get in and out of their driveways or where cars or emergency vehicles cannot have access.

Children

- I agree to ensure that my children's behaviour will not be a nuisance to other residents, or allow them to play outside on the estate very late at night.
- I understand that I am responsible for my children's behaviour and any other child who visits our home.
- I will encourage my children to play in an area that will not cause a nuisance to my neighbours.

Noise and Nuisance

I agree to respect the peace and quiet of my neighbours at all times. I understand that this does mean keeping noise and music to a minimum.

Good Neighbour

- I agree that being a good neighbour means that I will try to get to know my neighbour and try to support them whenever they need my help.
- If disputes arise between us then I will try to talk to my neighbour about the problem.
- I will ensure my children are made aware of the commitment I am giving in promoting a better environment for everyone to live in.

Name of Tenant/s:

Address:

Signed by Tenant: **Signed by Tenant:**.....

Signed by Neighbourhood Officer: **Date:**

Anti-Social Behaviour Agreement

“Behaviour that unreasonably interferes with the rights of others to quiet enjoyment of their home and its surroundings, and/or that is likely to cause nuisance, annoyance, fear or distress to another person or persons.”

Manningham Housing Association is committed to protecting the rights of its tenants to the use and quiet enjoyment of their homes and neighbourhoods. We therefore regard any behaviour which unreasonably interferes with these rights as Anti-Social Behaviour (ASB).

The following are examples of what shall be regarded as anti-social behaviour (this list is not exhaustive):

- Youth gangs and unacceptable behaviour by young people
- Trespassing in residents’ gardens
- Noise nuisance at any times of the day
- Conflicts, including harassment
- Insulting, aggressive or violent behaviour, including domestic violence
- Racist incidents
- Litter or rubbish dumping
- Graffiti and vandalism
- Uncontrolled pets
- Using or selling illegal drugs
- Nuisance from vehicles, including parking, repairing and abandonment
- Gardens that are not kept to a decent standard, that is, rough and wild-looking gardens

MHA will ensure that anti-social behaviour is addressed in a timely and effective way, using a wide range of options to prevent, reduce or remove the problems as and when they occur.

Most of our tenants respect their neighbours’ rights and behave reasonably towards them. However, where anti-social behaviour does occur, it has a serious detrimental impact on the wellbeing of those affected. MHA will use appropriate enforcement action, including legal action, to resolve the problem of anti-social behaviour.

- The Anti-Social Behaviour Agreement has been explained to me and I understand it.
- I agree that I will not engage in any acts of Anti-Social Behaviour.
- I will ensure my children are made aware of the commitment I am giving in promoting a better environment to live in.

Name of Tenant/s:

Address:

Signed by Tenant: **Signed by Tenant:**

Signed by Neighbourhood Officer: **Date:**



manningham
HOUSING ASSOCIATION

Disclosure of Information Consent Agreement

I, (Print Name)

I, (Print Name)

Of: (current address)

.....

The information detailed in your application for housing and tenancy agreement will be used for the purpose of establishing and managing your tenancy with Manningham Housing Association. This may involve disclosing certain information to third parties for the purpose of managing and maintaining your tenancy. **This information may be used in dealing with antisocial behaviour, and for the purpose of fraud prevention and debt recovery.** All personal data contained within this agreement and your house file will be processed in line with the requirement of the Data Protection Act 1998.

As part of my application for housing, I understand that it may be necessary for Manningham Housing Association to request information from other organisations.

I/ We hereby give my/ our consent to Manningham Housing Association Limited, Bank House, 30 Manor Row, Bradford, BD1 4QE to contact the following organisations to obtain such information as it feels necessary:

- Land registry
- Police
- Social Workers/Probation Officers
- Benefits Agency/Department of Work and Pensions
- Previous and current Landlords
- Solicitors
- Financial Institutions
- Any other relevant organisation

I/We agree that you Manningham Housing Association Limited may search the files of a licensed credit reference agency or agencies, who will keep a record of the search, to confirm my/our particulars and for the purpose of credit assessment. A record will be kept of such searches and may be used by other parties in assessing future applications for finance by me/us and members of my/our household and for debt tracing and fraud prevention.

I/We agree that you Manningham Housing Association may release information on the conduct of my tenancy to the agencies listed above (if applicable)

Signed (Applicant 1): Date:

Signed (Applicant2): Date:

Appliance Disclaimer



I,

of

acknowledge I am in receipt of the appliances listed below and fully understand that Manningham Housing Association have no responsibility of maintaining these appliances and I am fully responsible for any maintenance related to the appliances listed below:

1.

2.

3.

4.

Print Name (Applicant 1): Date:

Signed (Applicant 1): Date:

Print Name (Applicant 2): Date:

Signed (Applicant 2): Date: