



DUSA ADVICE

BEING A RESPONSIBLE TENANT

We've have put together this handbook to assist you in understanding your responsibilities as a tenant.



TENANCY AGREEMENT

When you enter into a tenancy agreement with a landlord you have many rights as a tenant. However, with these rights come various responsibilities. It is essential that you keep to the terms of your tenancy agreement as this is a legally binding document or you could find yourself at risk of being evicted.



1. KEEP UP TO DATE WITH THE RENT

It is important that you pay your rent on or before the dates agreed with your landlord. If you do not, your landlord may try to evict you. If you are having problems paying your rent, please get in touch with DUSA (advice@dusa.co.uk) and/or the Universities Student Funding Unit (01382 384801)

2. KEEP THE HOUSE IN GOOD REPAIR

It is your responsibility as a tenant to ensure that you, your flatmates or any guests do not cause any damage to the property.

If you damage the property or notice that something is faulty you should report it to your landlord immediately. If you cause the damage, you will be responsible for the cost of repairing it.

Please don't try to repair anything yourself unless you know what you are doing. A bad repair job could end up costing you a lot of money and cause trouble with your landlord. Something which is important to note, (especially in Dundee!) if you go away during winter make sure you take measures to stop your pipes from freezing.

3. BE A GOOD NEIGHBOUR

You, anyone living with you and anyone visiting you, should take care to behave in a way that will not disturb your neighbours. This includes:

- Not having music playing loudly, especially at night
- Entering and leaving your house quietly
- Disposing of all rubbish
- Not using your house for illegal purposes

Also, remember that as a student living in the City of Dundee you have a reputation to uphold. Any issues with students in terms of anti-social behaviour reflects badly on the University, as well as yourselves!

4. GIVE PROPER NOTICE IF YOU WANT TO LEAVE

If you want to leave, you must give proper notice as written in your tenancy agreement or you could end up having to still cover the rent and legal costs. Check our guide on 'Signing a Tenancy Agreement' for more information on your rights to stay and leave.

5. SEEK PERMISSION FROM THE LANDLORD

If you want to do any of the following you should seek permission from the landlord:

- sublet your home or take in a lodger
- get a pet (even if it is just a fish!)
- pass your tenancy on to someone else
- do any decorating

6. PAYMENT OF UTILITIES AND OTHER CHARGES

Except where included in the rent, it is your responsibility as a tenant to pay the relevant suppliers all charges for electricity, gas and water (including sewerage) services used at or supplied to the Property during the Tenancy. You are also responsible for paying all charges to the provider for the use of any telephone, satellite, or Wi-Fi services at the Property during the Tenancy. Except where included in the rent, you must pay any television licence fee payable in respect of the Property during the Tenancy. This is a legal requirement and the TV licensing authority could take action against you if you don't pay

7. MOVING OUT AT THE END OF YOUR TENANCY

When you move out of your property, you must ensure that the property and any items listed on the inventory are left in the same condition (apart from any fair wear and tear).

You also have to remove all of your possessions when you move out. It's important to note that any costs occurred from moving old furniture, removing rubbish, cleaning the property etc. could be taken from your deposit before it is returned to you.