

Listo Lets Lodger Introduction Service Agreement – Free

Agency Agreement.

This Agreement is made between the Landlord of the Property (as named at the end of this agreement) and “Arron Kelman T/A Listo Lets” who agree to act as the agent for the Landlord and are hereinafter referred to as "the Agent". The purpose of this document is to set out clearly and concisely the extent of the service offered, and the fees charged. The terms & conditions of this Agreement may be varied by the Agent at any time, but only with 7 days’ notice to the Landlord, with notice to be given by email.

Property Address.

For the Property of the Landlord at:

Lodger Introduction Service.

The Agent provides a Lodger Introduction Service to owners (and superior Landlords) wishing to let out their property.

The Lodger Introduction Service, provided for a 28-day period, includes the following:

- Advertising and generally marketing the Property.
- Obtaining prospective lodger answers to questions about themselves, providing extra information for Landlord decision making.
- Carrying out credit searches and referencing of the lodger, including Affordability Assessment, Rental History, and Credit History (limited to two searches with lodger consent, i.e., your first choice, and then one more if the first choice falls through).
- Drafting the Lodger Agreement for the Landlord.

Start / End of Lodger Introduction Service.

The Agent will provide the Lodger Introduction Service for a 28-day period, beginning once this agreement is signed by the Landlord and ending 28 days after. If the credit search and referencing of a prospective lodger has started by the end of the 28-day period, the Agent will continue to assist the Landlord through completion of credit search and referencing, and will draft the lodger agreement for the Landlord. The Agent’s provision of advertising and generally marketing the Property will cease at the 28-day point.

Advertising and Generally Marketing the Property.

The Landlord is to provide accurate photographs of the property as requested by the Agent, including communal areas and the living space of the lodger. The Landlord is also to provide a description of the property and details for the listing as requested by the Agent. The Agent is empowered to amend, add, edit, or remove content provided by the Landlord for the listing.

Fees.

Lodger Introduction Service - £0

General Authority.

The Landlord confirms they are the sole or joint owner of the Property and that they have the right to rent out the Property under the terms of any mortgage or head lease. Where necessary, the Landlord confirms that permission to let has been granted by the mortgagee. The Landlord authorises the Agent to carry out the various duties of the Lodger Introduction Service as detailed above.

Indemnity.

The Landlord agrees to indemnify the Agent against any costs, expenses, or liabilities incurred by or imposed on the Agent, provided that they were incurred on behalf of the Landlord in pursuit of the Agent's normal duties. To assist the Agent in carrying out their duties effectively, the Landlord agrees to respond promptly with instructions where necessary to any correspondence or requests from the Agent.

Maintenance.

The Landlord warrants that the Property is made available in good and tenable condition and that the Property furnishings are fire resistant and conform to current fire safety regulations.

Gas Safety.

By law, it is necessary to carry out an annual inspection and service of gas appliances. The Landlord must ensure the necessary inspection is carried out and maintenance records are kept. A valid Gas Safety Certificate must be available for inspection by the Licensee and the Agent.

Council Tax.

Payment of Council Tax will be the responsibility of the Landlord in the Property.

Utilities.

Payment of utilities (electricity, gas, and water) will be the responsibility of the Landlord in the Property.

Lodger Agreement.

The Lodger Introduction Service includes the drafting of a lodger agreement in the Agent's standard form(s). The agreement will be for the lodger to be an excluded occupier, as the lodger will be living in the Landlord's home with the Landlord. Should the Landlord or their advisors or mortgagees require amendment of the contract, this

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may be requested. For a lodger sourced through the Agent's Lodger Introduction Service, the Lodger Agreement drafted by the Agent is the one to be signed by the Lodger and Landlord.

Lodger's Deposit.

Upon signing the lodger agreement by Landlord and lodger, the Landlord can take a deposit of no more than 5 weeks' rent from the lodger(s) in addition to any rents due. The purpose of the deposit is to protect the Landlord against loss of rent or damage to the Property caused by the lodger. Once the lodger agreement has ended and the lodger moves out of the property, where no dispute arises, the Landlord is to arrange for the deposit to be returned/distributed as agreed. In the event of a dispute arising at the end of the tenancy, the Landlord is responsible for resolving the dispute, providing supporting evidence and any other documentation required or requested by them in respect of any claim by the Landlord against the deposit.

The Landlord will be entirely responsible for the protection of the whole of the lodger deposit and shall be liable for any failure to comply.

Termination.

This agreement may be terminated by either Landlord or Agent by way of notice by email.

The Landlord can terminate their lodger agreement with the lodger by giving them 'reasonable notice' to quit in accordance with the lodger being an excluded occupier.

Safety Regulations.

The law makes demands regarding the safety/servicing and inspection of gas and electric appliances and installations within a property, and with respect to the safety of any furniture and soft furnishings that are provided. Electrical appliances provided by the Licensor must be safe and all appliances manufactured after January 1, 1997, must be marked with the relevant CE symbol.

The Landlord confirms that they are aware of their obligations.

It is agreed that the Landlord shall ensure that the Property is made available for letting in a safe condition and in compliance with the regulations. The Landlord agrees to indemnify the Agent against any expenses or penalties that may be suffered because of non-compliance by the Landlord with the relevant legislation and regulations.

Instructions.

It is agreed that the Landlord's instructions to the Agent be confirmed to the Agent by email to lettings@listolets.co.uk

Insurance.

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The Landlord shall be responsible for ensuring that the Property and the Landlord's furniture, fixtures, and fittings are adequately insured, and that the insurance policy covers a lodger living at the Property.

Authority and Confirmation.

I/we give my authority for you, as my agent, to provide a Lodger Introduction Service relating to the property on my behalf.

I/we also confirm that we are the sole/joint owners of the above Property.

I/we hereby confirm my acceptance of your Terms of Business contained in this Agency Agreement and acknowledge receipt of a copy.

I/we hereby confirm that we are aware of our obligations as a Landlord to a lodger and will adhere to and comply with our obligations.

Signed by Landlord

Name:

Signed:

Date:

Signed on behalf of the Agent

Name: Arron Kelman

Signed:

Date: