

54 Hill Street, Reading, RG1 2NT

Property management Agreement (Household Rules)

(to be Signed by each new tenant)

Dear Tenant(s)

We have made every effort to be thoughtful and considerate when planning the layout and use of the property so that your room and the communal areas of the house are organized with all of you in mind.

We have also endeavoured to put in excellent quality furniture and fittings throughout and we do expect these to be treated with care so that they are in perfect order for you to use and will remain so for future tenants.

Appliances

We have also tried to be considerate of your needs when thinking about the shared areas of the house. With that in mind, you will find cupboards in the kitchen linked to your room. This also applies to the fridge-freezers where there will be 2 sharing each fridge/freezer.

These are for your convenience so that all rooms can have specific cupboards and areas of the fridge-freezers for their own use. We hope that means that you will all have a fair share of the shared space. The remaining cupboards and drawers are to be shared.

Please be considerate of your fellow housemates. There is a purple file behind the kitchen door that contains information on the appliances in the kitchen and also some other information which may be useful.

There are two fridge-freezers, hobs, an oven and a microwave. Please cover food when using the microwaves to stop splattering and so that they are hygienic for the next person. Please ensure no metal objects – including your own mug with metal based decorative paints – do not go in the microwave.

The worktops are not heat-resistant and are not designed to be used as a cutting surface. They will get damaged and scratched if misused. We have provided a number of metal trivets for hot items and cutting boards to help safeguard the worktops but we do ask you to please take care.

We have also provided a kettle & toaster for your shared used.

Disposal of refuse

There are 2 bins in the kitchen, please use one for recycling and one for general waste as labelled. Recycling needs to be emptied into the red / burgundy bins and general waste into the black / grey bins, which are stored at the front of the property. Please ensure that ALL items of rubbish are put into the bins and not left outside loose or in rubbish bags. A refuse collection schedule/rota has been placed on the notice board in the hall. It is the responsibility of all of you to empty the kitchen bins

and to place the rubbish appropriately in the wheelie bins outside as per the rota. These bins need to be placed at the edge of the property the night before collection. Please refer to their website for details.

Please ensure the bin lid can close as failure to have it closed could mean that it is not collected.

General maintenance of the property including all external areas and boundaries

The rear yard is laid to paving slabs. Occasionally weeds appear and these will need to be picked out. Due to the size of the job, no gardener has been contracted. These areas are for the use of all tenants, so please keep them tidy for all of you to enjoy.

Secure bicycle storage has been installed in the rear garden for you to securely store your bicycles, please use them and ensure that they are not obstructing any of your fellow tenants. It is your responsibility to ensure they are locked at all times.

We have arranged for cleaners to come and clean the communal areas at our expense on a weekly basis which will initially be on Mondays. This is to ensure that these areas are clean and hygienic for everyone. In order for them to be able to do this effectively, the kitchen & utility sinks and worktops need to be clear of dirty dishes etc. and floors clear. It is not their job to wash your dishes, clear up after you or clean food or excess mess. If they find that they cannot clean properly, they will contact us and we will stop offering this additional service and you will be expected to clean these areas yourselves.

It is obviously your responsibility to keep your room and, if applicable, kitchen and en-suite clean. There is a Hoover, and a selection of accessories for use with the Hoover, kept in the cupboard under the stairs for you all to use for vacuuming. Please return the Hoover here and keep all accessories together in the box. We have provided an initial supply of Hoover bags. Please use appropriately and change the Hoover bag etc.

There is a TV with Netflix in the lounge for you to use. We hope you enjoy using this shared space and this additional facility that we have provided you. These are obviously not to be removed from this area. We are paying for the Broadband and the cables box in the hallway as well as the TV licence covering this. Please be aware that you need to purchase your own TV licence if you wish to use a TV in your own room.

There is a shared laundry facility. The washer-dryer combo for you all to share. Please use the cupboards to store your detergents etc. so that the work surfaces are kept clean. It needs to be cleaned regularly and the filter cleared. Please check this regularly.

If you notice any area which needs repair, either in the communal areas and or your individual rooms, please bring this to the attention of the letting agent, using the details held on the noticeboard so that we can attend to them immediately to ensure no further damage nor injury can occur.

Noise and disruption from tenants both within the property and externally within the garden.

We expect all tenants to respect each other and live with consideration concerning noise both inside and outside the house.

Any complaints from tenants or neighbours regarding other tenant's noise levels will be taken very seriously.

If there are complaints of unreasonable levels of noise from your room, your tenancy will be terminated.

We expect the same, when using the outside space provided with respect to our neighbours.

Contact details:

All tenants can inform the letting agent of any issues by email or phone.

Address: Home Forever Lettings Limited

Telephone number: 07726104788

Please note that your neighbours in nearby properties will also have these contact details.

As you can see, we have put a lot of thought into making this work for you all, we hope you all enjoy living here together in harmony. If you have any questions, please contact us.

Kind Regards

Craig Hopkins

To: Home Forever Lettings Limited

I, _____ of 54 Hill Street, Reading, RG1 2NT as tenants of Room ____ have read understood and agree to the Household Rules set out above and further agree that if I do not comply with entitle you our landlords to terminate our tenancy.

Signed

Date