

TENANCY COMPLIANCE FORM

FOR ASSURED SHOLDHOLD TENANCY AGREEMENTS IN ENGLAND.

Property Address:	
Landlord / Agent:	
Tenant(s) name:	
Tenancy Start Date:	

EPC (Energy Performance Certificate)

I/We confirm that we have been provided with a valid Energy Performance Certificate for the property listed above on the date specified below.

EPC Reference #:	
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Tenant 1 Name:	
Tenant 1 Signature:	
Date:	

Tenant 2 Name:	
Tenant 2 Signature:	
Date:	

Gas Safety Check

I/We confirm that we have been provided with a valid Gas Safety Certificate for the property specified above on the date specified below.

Certificate Serial #:	
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Tenant 1 Name:	
Tenant 1 Signature:	
Date:	

Tenant 2 Name:	
Tenant 2 Signature:	
Date:	

"How to rent" guide

I/We confirm that we have been provided with a copy of the "How to rent" guide,

How to Rent Guide Version:	
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Tenant 1 Name:	
Tenant 1 Signature:	
Date:	

Tenant 2 Name:	
Tenant 2 Signature:	
Date:	

Smoke & Carbon Monoxide Alarm

SMOKE ALARM(S)	
LOCATION	TESTED / WORKING
Smoke Alarm 1	
Smoke Alarm 2	

CARBON MONOXIDE ALARM(S)	
LOCATION	TESTED / WORKING
Carbon Monoxide Alarm 1	
Carbon Monoxide Alarm 2	

At the commencement of this tenancy the smoke and carbon monoxide alarm/s have been tested for correct operation.

Please be aware that you as tenant/s are responsible for maintaining the operation of the smoke and carbon monoxide alarm/s. Tests for correct operation should be done regularly (suggest monthly). If batteries are required for the correct operation of the alarm/s, they must be replaced as required.

I/We confirm that the smoke and carbon monoxide alarm/s have been tested in our presence and are in full working order at the commencement of this tenancy.

I/We fully accept our responsibilities regarding the maintenance of the smoke alarm/s throughout the term of our tenancy.

Tenant 1 Name:	
Tenant 1 Signature:	

Date:	
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Tenant 2 Name:	
Tenant 2 Signature:	
Date:	

Tenancy Deposit Prescribed Information

I/We confirm that we have been provided with the Prescribed Information listed below as part of the Tenancy Deposit requirements.

PRESCRIBED INFORMATION	
DOCUMENT NAME	RECEIVED

Tenant 1 Name:	
Tenant 1 Signature:	

Date:	
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Tenant 2 Name:	
Tenant 2 Signature:	
Date:	

USING YOUR PERSONAL INFORMATION

Personal information which you have supplied to us may be used in a number of ways, for example:

- to confirm you have received a valid copy of the EPC before a tenancy has commenced
- to confirm you have received a valid copy of the Gas Safety Certificate
- to confirm you have received an up to date copy of the “How to rent” guide
- to confirm that smoke and carbon monoxide alarm/s have been tested for correct operation in the property
- to confirm you have received the prescribed information related to the protection of your deposit
- where legally required to be shared

Landlord & Agent

The landlord may share your information to an agent for the purpose of dealing with this application and any tenancy on behalf of the landlord. If the information has been given to an agent, the agent may share your information with the landlord. This includes any reports obtained.

If the tenancy terminates

Where a tenancy or licence is terminated, the information you have provided will not be kept for longer than necessary and then destroyed.

Access to your personal information

Under the Data Protection Act 1988 and the General Data Protection Regulations 2016, you have the right to know what information we hold about you.

Upon request the landlord/agent will provide you with information about the personal information we hold about you.

Please note: This is for information purposes only. It is not intended to constitute legal or other professional advice or be a legally binding document. We’d always recommend you seek legal or professional advice if you wish to use it.