

# FIRST CHOICE HOMES OLDHAM

## TENANCY RELATIONS SERVICE

### Advice and Information for Tenants

#### MOVING ON – CHECKLIST FOR TENANTS

Before leaving a tenancy and moving on, make sure that you –

- Check the details of your Tenancy Agreement (if there is no Tenancy Agreement, the legal notice require is 4 weeks in writing)
- Know how much Notice is due
- Write to the Landlord giving him/her due notice and the date you intend to leave the property
- Keep a copy of the letter
- Continue to pay rent until the end of the notice period
- Clean and tidy the property
- Take joint readings of Gas and Electric meters with your landlord
- Keep a copy of the signed and dated Gas and Electric readings
- Conduct a joint inspection of the property with your landlord
- Check the inventory with your landlord
- Date and sign the inventory with your landlord
- Keep a copy of the signed and dated inventory
- Negotiate the return of the Rent Deposit with your landlord
- Return the property to the landlord in the same condition that it was let to you, allowing for fair wear and tear
- Receive the agreed returned Rent Deposit from the landlord within 10 working days.