



## Professional Series Agreements

### **A01 General Tenancy Agreement**

Although the majority of modern residential tenancies will be created as assured shorthold tenancies, it is important to remember that there are a number of important exceptions, such as tenancies with a resident landlord and lettings at high rent (i.e. over £100,000 rent per annum). We have created the General Tenancy agreement for use with residential tenancies to which these exceptions apply. This tenancy agreement will create a contractual or common law tenancy.

### **A02 Assured Shorthold Tenancy Agreement (Let Only)**

This version of the assured shorthold tenancy agreement offers a secure form of letting agreement between landlord and tenant. Because of the high degree of security offered to landlords by assured shorthold tenancies, this concise form of agreement is often preferred by private landlords and tenants who find it easier to read and understand. The agreement refers to the landlord and tenant and does not include a reference to the letting agent so it can be used for let only situations where the agent is not managing the property.

### **A03 Assured Shorthold Tenancy Agreement (Agent Version)**

This agreement provides the same clauses as in the A02 Assured Shorthold Tenancy Agreement except the 'Agent' is cited as a party to the agreement and is given explicit authority to act on behalf of the landlord.

### **A03 Assured Shorthold Tenancy Agreement (HMO Room Only)**

The A03 Room Only Agreement has been created for use when letting a room in a residential property such as a House in Multiple Occupation (HMO). The 'Agent' is cited as a party to the agreement and is given explicit authority to act on behalf of the landlord.

### **A04 Holiday Letting Agreement**

A holiday letting cannot be an assured tenancy under the Housing Act 1988. It operates fundamentally under contract law, giving the tenant few rights of tenure. Our holiday letting agreement can be used to establish both long and short holiday lets.

### **A05 Company Letting Agreement**

A Company letting cannot be an assured tenancy under the Housing Act 1988. It is designed to provide a secure standard agreement for letting residential property to companies and other organisations where the tenant (or each of the joint tenants) is not an individual person. Our company letting agreement is specially tailored for lettings where the company is the tenant, and employees occupy as licensees.

### **A06 Licence Agreement**

The Licence Agreement is designed to provide a secure standard agreement for the occupation of residential property other than under a tenancy agreement. Such a letting agreement is fundamentally different at law to a tenancy, in that the agreement is governed essentially by contract law rather than housing law.

### **A09 Room Licence Agreement**

The Room Licence Agreement is primarily designed for use by resident landlords who are letting a room in the property they live in. This agreement is governed essentially by contract law rather than housing law similar to the A06 Licence Agreement.

### **A07 Contractor General Terms and Conditions**

The Contractor General Terms and Conditions define the general terms that will apply to the commissioning of any repair or maintenance work by the Agent on behalf of the client property owner.

### **A08 Garage/Parking Licence Agreement**

The Garage/Parking Licence Agreement creates a licence to use a designated garage or parking space in conjunction with a residential tenancy agreement. This agreement is governed by contract law rather than housing law.

## **G02 Deed of Guarantee**

A Guarantor Agreement (otherwise known as a surety or rent guarantee) is generally used whenever the tenant's ability to pay the rent is in question, either as a result of poor bank credit or credit references, or due to the tenant's lack of employment or regular income. The Deed of Guarantee can be used before or after the tenancy agreement has been entered into and must be witnessed.

## **G01 Contract of Guarantee**

The Contract of Guarantee content is the same as the G02 Deed of Guarantee except that it is not a Deed and needs to be signed either before or at the same time as the tenancy agreement. If the tenancy agreement has already been signed, then you should use the G02 Deed of Guarantee. The G01 agreement is generally used for electronic signing as it does not require a witness signature.

## **G03 Deed of Guarantee – Specified Tenant**

The G03 Agreement has been drafted for use where the Guarantor is only guaranteeing one tenant in a joint tenancy situation. This agreement limits the guarantee to a specific amount. The G03 Agreement needs to be signed either before or at the same time as the tenancy agreement and can also be used for electronic signing.

**For more detailed information on the above agreements please refer to the drafting and guidance notes which accompany the agreements.**

## **Drafting your Agreement**

The **Professional Series** Agreements can be individually drafted and tailored to your requirements. Accordingly, they provide additional security features for collection of rents and rights of possession under various specified circumstances. Agreements come complete with full Drafting and Guidance notes, including additional clauses, and a copyright licence so that the agreement can be reproduced as many times as is required during the licence period.

An **update service** is included with the Professional Series tenancy agreements. The service provides clients with the added security of knowing that they will be notified in a timely manner of any legal changes or improvements to the forms as soon as they become available. The Letting Centre aim to revise the agreements and guidance notes on an annual basis in response to new legislation or to provide general improvements.

The Letting Centre 2022