

6. To control infestations by insects, rodents and other pests.
7. To provide trash receptacles to facilitate garbage pick-up.

RIGHTS OF THE TENANT

1. To use a checklist to establish, with the landlord, the condition of the property they are going to rent.
2. To obtain a receipt for any money given to the landlord.
3. To have clean living facilities.
4. To expect privacy from unwarranted landlord intrusion.
5. To legal protection from unfair eviction.

RIGHTS OF THE LANDLORD

1. To request references.
2. To require prompt payment of rent.
3. To require proper upkeep of the property.
4. To require adherence to the legal items of the lease.
5. To inspect property.
6. To charge for damage to their property. In the event of damage (fair wear and tear excluded) being caused by the tenant or their guests to the premises or to the furniture.
7. Where there is a clear breach of the tenancy on the part of the tenant, the landlord is entitled to seek possession of the premises by serving on the tenant a formal written notice which describes the grounds under which possession is being sought. The period of notice should be at least one month.

The Lodgings Office assists students in finding accommodation off campus. Homeowners in the surrounding areas offer rooms, studios and flats for rental to students.

The following are some guidelines which will help students to deal with issues which may arise

PROCESS IN PLACING STUDENTS

- ♦ The student fills out an application form.
- ♦ The information on the application is matched with offers available.
- ♦ If a suitable space is found, an appointment is set for the student to view the premises.
- ♦ The student is given an introductory letter to take to the landlord.
- ♦ The outcome is logged.
- ♦ If the student decides to take the offer, all arrangements must be made between the student and the landlord.

BASIC FURNISHING REQUIRED

BEDROOM WITHIN A PRIVATE HOME

Bed
Chest of Drawers
Closet
Desk
Desk Lamp
Chair
Mirror

- ♦ If you are leaving before the term of the lease is over, give at least one month's notice of termination of contract.

MOVING OUT

- ♦ Clean the unit, including ovens, refrigerators etc.
- ♦ Conduct a joint inspection of the unit with your landlord to assess any damage to the property.
- ♦ Take pictures and document the condition of the unit.

DISCLAIMER

Personnel from the Lodgings Office perform viewing of most of the places that are offered for rent. However, the University of the West Indies assumes no responsibility in respect of the condition of the premises, the terms in the lease agreement or any matter related to the rental of the premises. All final arrangements on terms and conditions must be made by the students and the landlords and settled among themselves.

(including the erection of shelving) or carry out any redecoration without the approval of the landlord.

7. To ensure that no disturbance or inconvenience is caused to neighbours by any form of anti-social behavior. Keep noise to a minimum, particularly at night, and to ensure that all refuse is safely disposed of each week on the appropriate collection day.
8. Not to assign or part with possession of any part of the premises.
9. Not to cause any damage to the walls or decorations by hanging posters or pictures.
10. Not to do or allow to be done any action which results in the landlord's insurance policies being made void or the premiums increased.
11. To report as soon as reasonably practicable to the landlord any damage to or any work requiring attention in the premises.
12. To allow the landlord or any agents or contractors authorized by the landlord reasonable access to the premises to carry out necessary inspections, repairs or alterations. Such access to be arranged in

- ♦ Do I have my own key to the house?
- ♦ What entrance do I use?
- ♦ Do I have my own bathroom or do I share a bathroom?
- ♦ May I use your kitchen to store food and to cook?
- ♦ May I play my music?
- ♦ May I use your television or do you prefer I have my own?
- ♦ May I have daytime or overnight guests?
- ♦ Is there a limit to the number of guests I may have at one time?
- ♦ Who else will be living in the house?

HOW TO READ A LEASE

A lease is a contract between a landlord and a tenant to rent property for a specific period in return for a payment.

Before signing a lease make sure it contains:

- ♦ **Names** - you and the landlord
- ♦ **Address** - of the premises you are renting
- ♦ **Dates** - term of rental
- ♦ **Payment details** - procedures, amount, due date, late penalties, when can rent be increased