

Safety Checks and Legal Certificates

Please complete all boxes on this form. If not applicable, write N/A.

Would you like us to organise: YES NO

Gas safety certificate	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Energy performance certificate	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Portable appliance test	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Fixed electrical wiring	<input checked="" type="checkbox"/>	<input type="checkbox"/>

If NO, please enclose current certificate(s) if applicable

Electrical Safety

At the time of printing this form there is no statutory annual testing requirement for electrical wiring, however, you must ensure that the wiring is safe. It is also the landlord's responsibility to ensure that any portable appliances are safe, and the most efficient way of doing this is to have a Portable Appliance Test (PAT) carried out. Instruction manuals must be left as applicable. A full electrical safety check is recommended, which we can organise for you.

Utility Information and What To Do Next

Utilities

Please let us know who supplies the following services. By all means make a note of the gas, electric and water meter readings for your own reference, but please DO NOT contact any of these organisations:

Gas supplied by

~~0330 808 3880~~ British Gas

0330 808 3880

Electricity supplied by

Water supplied by

Thames Water

0800 980 8800

Sewerage disposed by

Council Tax supplied by

Lambeth Council

Property subject to Green Deal? YES NO

You will still be liable for all the above services until a tenant or subtenant if you are using the Guaranteed Rent service occupies the property. At that point we will contact all the above organisations and inform them of all relevant meter readings and forwarding address for your final accounts.

Mail: We cannot guarantee that a Tenant will forward your post onto you, therefore it is your responsibility to make arrangements with the Post Office to have your mail redirected from the date you vacate the property.

Telephone: Make sure you contact your telephone provider and have your phone disconnected from the date you vacate the property.

Money Laundering Regulations: We need copies of photo ID and evidence of ownership of property to be rented.

Keys: Please list here all keys you are supplying us with. We require two/three of each.

Guaranteed Rent Only

DEFINITION OF AN 'ACCEPTABLE CONDITION'

We have stated we guarantee to start your contract within twenty-five days, unless otherwise agreed in writing of the property becoming vacant assuming it is in an 'acceptable condition', which we define as follows:

Garden: The garden is clear of all rubbish, all paths swept, lawns/grass recently cut and flower-beds free from weeds.

Personal Possessions: All personal belongings have been removed.

Cleaning: The property is left in a clean state with all carpets having been vacuumed or professionally cleaned if required. The oven, all sanitary ware and windows are clean.

Pets: Where pets have been residing at the property, a certificate or receipt certifying the property has been treated for any possible flea infestation.

Landlord's Name(s):

Tomah Brown

Landlord's Signature(s):

Signed on behalf of Northwood

Date

Date

DD MM YYYY

DATA PROTECTION ACT

By providing us with the above information you consent to us obtaining holding and using personal data about you in connection with the business of letting and renting out of residential properties as specified below for so long as may be reasonably required for our legitimate purposes or those of Head Office. We will use that information for communicating with you. We may also provide that information to third parties with a legitimate reason to receive it in connection with your dealings with us (e.g. landlords (where applicable), utility and service providers, Head Office or transferee of our business) or to such third parties as required by you or the law, whether within or outside the European Economic area.

Utilities: The property has its own individual electricity, gas, water and council tax accounts separate from any other dwelling.

CONTRACT

I/We have read through the Definitions of an "Acceptable Condition" and have read the draft copy of the contract and will sign the actual contract in due course.

I/We confirm that by signing this Landlord Instruction Form I/We accept that the property will be let to Northwood and that all other marketing of this property will cease forthwith.

I/We further accept that a breach of this condition will result in I/We being liable to pay Northwood one sixth of the annual rent on demand. I/We accept that I/We will be letting our property to Northwood and will have no influence on the choice of sub-tenant.

This Section MUST Be Completed By ALL Landlords

- All the information provided by me on this form is correct to my knowledge.
- I/we confirm that I/we are the legal owners of the rented property and there are no mortgage arrears.
- I/we have read through the "What to do Next" section.

Are you happy to receive any agreements or documents by email or other electronic means? YES ☒ NO ☐

Tenant Find Landlords only. Which deposit protection scheme are you using?

Landlord's Name(s):

Tomah Brown

Landlord's Signature(s):

T Brown

Date

31 10 2024