

HOUSE RULES APPENDIX

Rent payments

1. The rent for the room shall be as stipulated under the **Lodger Agreement Definitions** point #1, Rent. The amount due must be paid on time on the due date to the designated bank account.
2. If rent payments are missed, the Landlord shall at his discretion proceed to terminate the Agreement.

Cleaning

3. Lodgers must keep the room clean and tidy. The Landlord has the right to enter the room for inspection and clean if necessary by prior notice of 24 hours.
4. Lodgers must keep the kitchen, living room, bathroom and other shared areas (Common Areas) clean and tidy as well as the Inventory provided and/or appliances.
5. Lodgers must not allow rubbish to build up in the room and/or Common Areas and all rubbish must be placed in the rubbish bins provided, properly sorted for recycling and prepared for collection by Waste Management public service.
For further information on bins and recycling go to: <https://www.bournemouth.gov.uk/BinsRecycling/BinsandRecycling.aspx>
6. Lodgers are responsible for disposing of unwanted personal items that may require special collection to the appropriate recycling centre.
7. Lodgers shall contribute to the costs of professional cleaning services and/or rubbish collection where points 3 to 6 above have not been met.

Room

8. Lodgers have use of the bedroom given to them but they do not have exclusive possession of it.
9. Lodgers are responsible for keeping their own items secure. The Landlord does not take responsibility for any lost or damaged items.
10. Lodgers must not move, alter or damage any furniture, pictures or wall hangings.
11. Lodgers must not conduct any alterations to the room or add fixtures to walls, ceilings, flooring, doors.

Common Areas

12. As stipulated on points 10 to 11 above, Lodgers must not conduct any changes to Common Areas.
13. Lodgers must not use any part of the Common Areas as storage for personal items with the exception to designated areas meant for such purpose as in the kitchen or bathroom (toiletries), porch entry (coats), hall (shoes) and patio (bicycles); notwithstanding that placement of any such personal items is for everyday use and does not comprise an excessive use of space.
14. Access & use to the loft and shed in the patio are fully off-limits to Lodgers.

Appliances & Inventory

15. Lodgers must make careful and appropriate use of appliances/inventory provided as well as keeping these clean and tidy after use. Available appliances/inventory are there for the convenience of Lodgers and Landlord is not obliged to furnish replacements or conduct repairs in the case of malfunctions or appliance operation failure. In the event of failure of these specified appliances washing (laundry) machine, stove/oven and fridge/freezer, the Landlord shall do all in its power to arrange service repairs or replacement of such. Landlord will not be held liable and will not have a responsibility to compensate Lodgers as a result of any appliance failure.
16. Use of **laundry machine** is meant for half to full loads only and in consideration to other lodgers sharing use of appliance.

Central heating & plumbing

17. Lodgers are not allowed to change any settings to the central heating system. Lodgers will adjust the temperature in their room through the radiator valve control.
18. Lodgers shall report to the Landlord of any perceived malfunction in relation to the central heating system or any leaks from radiators, pipes or water taps as soon as observed. Where an excessive leak is present in the plumbing system Lodgers shall proceed to shut mains water off in the absence of Landlord.
19. Lodgers are not allowed to dispose of oil, fat or grease through sinks or any plumbing line of the Property. Instead, Lodgers must dispose of liquid oils in containers and follow recycling instructions from Waste Management public service; fats and grease must be wiped off plates, pots and pans using kitchen paper towels and disposed into bin. Food elements or solids must not be disposed through kitchen sink or washing basins.
20. Lodgers must not dispose of toiletries or any other material other than toilet paper through the toilet. Follow PPP rule only. (Pee, Toilet Paper & Poo only)

Shared miscellaneous expenses

21. Lodgers may consider to share a reasonable and proportionate contribution payment (according to use) of other excluded consumables such as, cleaning supplies & disposables (cleaning agents, laundry detergent/softeners, hand soap, paper towels, kitchen serviettes, toilet tissue, trash bags); light bulbs & batteries.

Other general rules:

22. Lodgers must remove shoes upon entry to the house and make sole use of an indoor footwear pair in the house.

23. Any visitors to the property shall not make use of shower facilities and key household appliances such as cooker/oven, washing machine, dishwasher, as these are intended for lodgers only use. Nor shall any visitor be allowed to keep personal belongings at the property for storage.
24. Any visitors must leave the Property by 22:00 hours.
25. OVERNIGHT VISITORS ARE NOT ALLOWED.
26. Use of shower facilities must be in consideration to the needs of other lodgers and their schedules. Bath use is not allowed.
27. Lodgers must keep noise to a minimum.
28. Lodgers must not do anything that is a nuisance to other Lodgers.
29. Lodgers must not use the utilities such as gas, water or electricity to excessive use or create a waste thereof.
30. Lodgers must not have any heating system in their room other than the ones at the Property and supplied by the Landlord.
31. Lodgers must not bring any pets into the house.
32. Lodgers shall dispose of incoming junk mail regularly.

Home security

33. Lodgers must report any loss of keys immediately to the Landlord. Lodgers will be responsible for the cost of lock replacement and/or new key copies made.
34. Lodgers shall not allow any unknown person entry to the Property, cold callers, etc. The Landlord will give prior notification to Lodgers of any potential authorized visitors such as tradesmen or delivery persons. Lodgers must assure doors are properly locked and closed upon entry and exit to the Property. This also applies to windows which may be accessible from street level.

Fire safety

35. It is strictly forbidden to smoke in the Property or make use of any open flame such as matches, candles, incense. The burning of any type of material at the Property (indoor/outdoor) is forbidden. Use of outdoor BBQ for cooking purposes only under careful and continuous supervision.
36. Lodgers are encouraged to report on proper function of fire alarm devices and change batteries if necessary.
37. Lodgers must not keep at the Property any items which are a form of combustible fuel or highly volatile or flammable materials.

Insurance

38. Lodgers must not do anything that will make the Landlord's insurance invalid.
39. Contents insurance is not included within this Agreement and Landlord is not responsible for any personal effects as mentioned on point 9 above. The Lodger is advised to seek their own insurance in any case.

Other base rate fees:

- Cleaning charges £35.00 per hour + VAT (Call out rates not included)
- Removal of waste £275.00 + VAT
- Gas Engineer call out for unauthorised use or alteration of central heating and/or boiler controls (See PlumbingForce.co.uk rates)
- Transition of contract £375.00 + Spareroom advertising fees

Fees are subject to change according to contractor price increases.

ANY CHANGES OR UPDATES TO THE HOUSE RULES SHALL BE COMMUNICATED BY EMAIL AND ARE SUBJECT TO CHANGE FOR BEST MANAGEMENT OF THE HOUSE SHARE.