

# Sub-Letting Advice

Under the terms of a shared ownership Lease you are prohibited from subletting the property and Hyde is unable to give you permission to do so. However, as a temporary solution to the slow housing market and for those facing financial difficulties through job loss or redundancy, Hyde will undertake not to enforce the terms of your Lease relating to subletting, provided that there are no other breaches of the Lease.

## **WHAT DO I NEED TO DO PRIOR TO SUB-LETTING MY PROPERTY?**

- Firstly, you need to contact your Neighbourhood team to inform them of your intention to sub-let
- Contact your mortgage lender and inform them of your intentions to ensure that you are not in breach of the terms of your mortgage

## **HOW DO I FIND A TENANT FOR MY PROPERTY?**

Your property is a large financial investment and therefore you must ensure that you get a suitable tenant that will pay the rent and service charge regularly. As the owner of the property you will be responsible for paying the rent and service charge to us in the normal way.

We would advise that you contact a reputable lettings agency who will find you a tenant.

The lettings agency should provide the following service:

- Find a good tenant for your property. The lettings agency should hold a live list of applicants that are looking for properties. Once an applicant has shown an interest in letting your property, the Lettings Agency should request previous landlord and employer references together with credit checking the applicant.
- Provide an Energy Performance Certificate for the property.
- Provide a Gas Maintenance Contract together with yearly certificates for the property.
- Provide all tenants with a 'Welcome Pack' which gives specific details of the property and the management arrangements.
- Sign tenants up with an Assured Shorthold Tenancy for a six month period. This can be extended.
- Collects a deposit which is lodged with the Deposit Protection Scheme. This can be kept at the end of the tenancy if there is any damage to the contents or the property.
- Ensure all rent and service charge payments are paid on time.
- Landlords insurance will be required to cover tenants

**contact us now:**

call 0845 606 1221 or email [resales@inplace.co.uk](mailto:resales@inplace.co.uk)

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