Residence Life and Student Accommodation

LANDLORD GUIDELINES

HOMESTAY

Student friendly property management has become an increasingly important issue for your prospective tenants. These guidelines have been drawn up to assure students that landlords registered on the student accommodation database, Studentpad, are committed to the principles of good management. By publicising such a commitment we are certain that our student customers will be more likely to seek out the excellent and safe accommodation you provide within your own home.

We are also conscious of the need for us to demonstrate that we are striving to provide a friendly and informative service to our landlords. The guidelines detail the level of service we will endeavor to provide and what we and our students expect from you. These landlord guidelines are not intended to be a legal document but to confirm that you are aware of your managerial responsibilities and to offer you guidance when letting your property to students. Plymouth University will not visit your property nor assume any responsibility for the condition or presentation of your property nor the accuracy, currency or completeness of the information you provide; and we will inform our student customers accordingly and that it is their responsibility to ensure that your home meets their personal requirements and needs.

You should have two copies of the guidelines; one for your records and one to sign and return to us so that we can keep it with your registration details.

We will endeavor to:-

- provide a friendly and informative service to all Homestay landlords.

- only issue details of Homestay accommodation to Plymouth University students who are looking for the type of living arrangement that you offer. Occasionally it may be necessary to accommodate students who are not registered with Plymouth University. In these circumstances we would contact you before issuing them with details of your property.

- offer advice to you on safety requirements.

- provide you with advice on areas of improvement which could make the property a more enticing option for the student market.

- discuss the overall trends in the student housing market (based on our experience and information available to us).
We expect you:-

- not to introduce tenants who have been referred through our Studentpad database to any property which is not registered with Plymouth University.

- to give your tenants a copy of any documentation you ask them to sign.

- to keep any charges (in addition to the rent) to a minimum.

- to provide an inventory for students to check at the start of the tenancy and to confirm the condition of the accommodation at the end of tenancy.

- to liaise closely with tenants regarding any work which needs to be carried out at the property during the tenancy and obtain their prior agreement to it.

- to accept responsibility for reasonable cleaning at regular intervals during, and at the end of, the tenancy and make an allowance for fair wear and tear.

- to return damage deposits within one month of a tenant vacating the property at the end of the tenancy. Any deductions from the damage deposit should be fully explained to the student and supported by documentary evidence.

- to remove your advert from Studentpad as soon as your room(s) has been let.

- to ensure that our office always has your current contact details, and that information you place on studentpad regarding your home’s facilities is an accurate, comprehensive and up-to-date representation.

- not to discriminate against any student group or individuals, either directly or indirectly on the grounds of gender, race, colour, disability, religion, age, occupation, marital status, sexual orientation or any other ground.

I confirm that my property has the following safety features in place:

- a current gas safety record.
- a battery-operated carbon monoxide detector.
- a battery-operated fire alarm unit on each level of the home.
- a fire blanket in the kitchen area.
- a small household fire extinguisher.

Please note that we do not promote any properties which lack any of the above features.

Please also note that Plymouth University does not take responsibility for any safety measures that you place in your home (or the lack of them) nor for the condition or presentation of your property nor the accuracy, currency or completeness of the information you provide; and ultimately, you are responsible for these.

Signed: ...........................................................................

Print: ........................................................................... Date: ...........................................................................