

# Commissioner for Social Housing Tenancy Agreement

## Schedule of Tenancy Details

1. Tenants

Other Residents:

2. Property: Flat Block Section Division  
Address

3. Commencement Date:

4. Rent:

The rent payable is \$ per fortnight in advance.

I/We acknowledge receipt of the following which set out the terms and conditions of this Tenancy Agreement, and that I/we have read and understood these documents:

Attachment A .Standard Residential Tenancy Terms

Attachment B Housing Commissioner's Additional Terms.

Attachment C Rules of the Complex - Flat/Townhouse/Aged Persons Unit\* [\*delete if not applicable]

Attachment D Special Conditions\*. [\*delete if not applicable]

I/We acknowledge that this Tenancy is granted on the basis of my/our application for public rental housing including all information given to the Housing Commissioner in relation to that application. I/We warrant that the application was true and correct in every respect and did not omit any material information (whether requested by the Housing Commissioner or not).

I/We also acknowledge receipt of the following:

- Advice on the availability of the Consumer Affairs Residential Tenancies booklet.
- Managing Asbestos Advisory Form
- Body Corporate Rules/By-laws\* [\* delete if not applicable]
- Energy Efficiency Rating Statement\* [\* delete if not applicable]

I/We acknowledge receipt of ..... keys for the Property.

.....  
{Signature}

..... / ..... / .....

.....  
{Signature}

..... / ..... / .....

.....  
{on behalf of Commissioner for Social Housing} {Signature}

..... / ..... / .....

Initial Rent Table

- (a) If this Tenancy Agreement commences on the first day of a rental charge period (Sunday), then the initial rental payment is one fortnight's rent of \$ .
- (b) If this Tenancy Agreement commences on a day other than the first day of a rental charge period, then the initial rental payment is:

(1) Pro Rata rent (as specified at Item 4 (c) below)	\$
(2) Fortnightly rent, payable in advance	\$
Initial Rent Payable (Item 1 plus Item 2)	\$

Subsequent rental payments shall be in accordance with Item 4(d).

- (c) Pro Rata Rent

(1) Number of days from the Commencement Date of the Tenancy Agreement to the end of the rental charge period.	days
(2) Daily rental charge (Fortnightly rent divided by 14)	\$
Pro Rata Rent (Item 1 multiplied by Item 2)	\$

## ATTACHMENT A

### Schedule 1 Standard residential tenancy terms

#### Lessor and tenant must comply with terms of tenancy agreement

- 1 (1) This tenancy agreement is made under the *Residential Tenancies Act 1997* (the ***Residential Tenancies Act***).
- (2) The lessor and the tenant may agree to add additional clauses to the tenancy agreement but they must not be inconsistent with, or modify, existing clauses (except if permitted by the Act).
- 2 By signing this tenancy agreement, the lessor and the tenant agree to be bound by its terms during the period of the tenancy it creates.
- 3 A party to this tenancy agreement cannot contract out of it or out of the provisions of the Residential Tenancies Act, except as provided in that Act.
- 4 A fixed term tenancy must be for the single period specified in the tenancy agreement.
- 5 A periodic tenancy includes a tenancy that is not specified to be for a fixed term, including such a tenancy which commences on the expiration of a fixed term tenancy.
- 6 A reference in this tenancy agreement to a notice to vacate and a notice of intention to vacate is taken to be a reference to a termination notice under the Residential Tenancies Act.

#### Costs and procedures for establishing tenancy agreement

- 7 The lessor bears the cost of preparation and execution of this tenancy agreement.
- 8 The tenant is responsible for any legal costs that the tenant incurs in relation to preparation and execution of this tenancy agreement.
- 9 The lessor must give a copy of the proposed tenancy agreement to the tenant before the commencement of the tenancy.
- 10 The tenancy agreement must be signed by the tenant and by the lessor (or by their authorised agents).
- 11 The lessor must give a copy of the tenancy agreement, signed by each party, to the tenant as soon as possible after it has been signed by each party, but no later than 3 weeks after the tenant has returned a signed copy.
- 12 If the lessor does not return the tenancy agreement to the tenant, as provided by clause 11, the tenancy agreement has full effect in the terms signed by the tenant on occupation of the premises or acceptance of rent.

#### Information

- 13 (1) The lessor must provide to the tenant a copy of an information booklet about residential tenancies authorised by the commissioner of fair trading before the commencement of this agreement.
- (2) If it is not possible to provide the tenant with a booklet, the lessor must inform the tenant of the booklet and where it may be obtained.
- (3) If the premises are a unit within the meaning of the *Unit Titles Act 2001*, the lessor must give the tenant a copy of the articles of the owners corporation before the commencement of this agreement.

## **Bond and condition report**

### **Maximum bond**

- 14 Payment of a bond is not necessary unless required by the lessor.
- 15 Only 1 bond is payable for the tenancy created by this tenancy agreement.
- 16 The amount of the bond must not exceed the amount of 4 weeks rent.

### **Lodgment of the bond with the Office of Rental Bonds**

- 17 If the lessor requires a bond, the bond must be lodged with the Office of Rental Bonds.
- 18 Either party may lodge the bond with the Office of Rental Bonds.

### **If the lessor and tenant agree that the tenant is to lodge the bond**

- 19 If the parties agree that the tenant is to lodge the bond, the following applies:
- (a) the tenant must complete and sign the bond lodgment form provided by the Office of Rental Bonds and the lessor must do the same;
  - (b) the tenant must lodge the bond and bond lodgment form with the Office of Rental Bonds;
    - (i) the tenant must lodge the bond whether or not the lessor signs the bond lodgment form; and
    - (ii) payment of the bond to the Office of Rental Bonds must be in cash, by bank cheque or by other means permitted by that office;
  - (c) the lessor may require lodgment of the bond before the lessor gives possession of the premises to the tenant and if this is the case, the tenant must be able to take possession of the premises and receive the keys to the premises as soon as the tenant provides the lessor with evidence of lodgment of the bond (such evidence includes the receipt of the Office of Rental Bonds).

### **If the lessor is to lodge the bond**

- 20 If the lessor is to lodge the bond, the following applies:
- (a) on receiving the bond, the lessor must give the tenant a receipt for the bond;
  - (b) the lessor must complete and sign the bond lodgment form and the tenant must do the same;
  - (c) the lessor must lodge the bond and bond lodgment form with the Office of Rental Bonds within 2 weeks of receiving the bond, or the commencement of the tenancy, whichever date is the later. If the lessor has a real estate agent, the agent has 4 weeks to lodge the bond;
  - (d) the lessor must lodge the bond whether or not the tenant completes the bond lodgment form.

### **Condition Report**

- 21 (1) Within 1 day of the tenant taking possession of the premises, the lessor must give 2 copies of a condition report completed by the lessor to the tenant.
- (2) The condition report must be on, or to the effect of, the condition report form published by the Territory.
- 22 (1) The tenant must examine the report and indicate on the report the tenant's agreement or disagreement with the items.

- (2) Within 2 weeks after the day the tenant receives the report, the tenant must return 1 copy of the report to the lessor, signed by the tenant and indicating the tenant's agreement or disagreement with the report or parts of the report.

23 The lessor must keep the condition report for a period of not less than 1 year after the end of the tenancy.

### **Rent and other charges**

#### **Rent and bond only as payment for the tenancy**

24 The lessor must not require any payment other than rent or bond for the following:

- (a) the granting, extension, transfer or renewal of a tenancy or subtenancy;
- (b) vacating of premises;
- (c) obtaining a key to the premises;
- (d) information on the availability of tenancies.

#### **Holding deposits**

25 The Residential Tenancies Act prohibits the taking of holding deposits.

#### **Payment of rent**

- 26
- (1) The tenant must pay the rent on time.
  - (2) The tenant must not use the bond money to pay the rent for the last week's of the tenancy.
  - (3) The tenant and the lessor may agree to change the way rent is paid (including, for example, where the rent is paid or whether it is to be paid into a nominated bank account or whether it is to be paid in person).
  - (4) The tenant and lessor may agree that rent is to be paid electronically.
- 27 The lessor must not require the tenant to pay rent by postdated cheque.

#### **Maximum rent in advance**

28 The lessor must not require an amount of rent paid in advance greater than 1 calendar month.

#### **Rent receipts**

29 If rent is paid in person to the lessor or a real estate agent, a receipt must be given at that time.

30 In other circumstances where rent is paid to the lessor, a receipt must be provided or sent by post within 1 week of its receipt.

- 31
- (1) A receipt for payment of rent must specify the amount paid.
  - (2) A receipt should specify the following:
    - (a) the date of payment;
    - (b) the period in relation to which the payment is made;
    - (c) the premises in relation to which the payment is made;
    - (d) whether the payment is for bond or rent.
  - (3) If these particulars are not included in the receipt, the lessor must provide this information to the tenant within 4 weeks of a request by the tenant.

32 A receipt is not required if the rent is paid by the tenant directly into an account nominated by the lessor or real estate agent.

#### **Rent records**

- 33 (1) The lessor must keep, or cause to be kept, records of the payment of rent.

- (2) Those records must be retained for a period of not less than 12 months after the end of the tenancy.

#### **Increase in rent**

- 34 The amount of rent must not vary from period to period except as provided by this tenancy agreement and the Residential Tenancies Act.
- 35 The rent may not be increased at intervals of less than 12 months from either the beginning of the tenancy agreement for the first increase, or after that, from the date of the last increase.
- 36 Despite clause 35, if the commissioner for social housing is the lessor under this tenancy agreement and the housing commissioner—
- (a) undertakes a review of rent in accordance with the *Housing Assistance Act 2007*, section 23; and
  - (b) as a result of the review, decides to increase the rent;
- then—
- (c) if a previous review of rent has been undertaken—the increase must not take effect less than 1 year after the date of the last increase of rent in relation to the premises; or
  - (d) if no previous review of rent has been undertaken—the housing commissioner may increase the rent.
- 37 The restriction on increase in rent applies provided the identity of at least 1 of the tenants who occupy the premises remains the same as at the time of the last increase.

#### **Review of excessive rent increases**

- 38 The lessor must give the tenant 8 weeks written notice of intention to increase the rent and include in the notice the amount of the increase, and the date when it is proposed to increase the rent.
- 39 (1) The tenant may apply in writing to the tribunal for review of an excessive increase in rent (time limits for applying and the meaning of excessive is set out in the Residential Tenancies Act).
- (2) On such application being made, no increase in rent is payable until so ordered by the tribunal.
- 40 If the tenant remains in occupation of the premises without applying to the tribunal for review, the increase in rent takes effect from the date specified in the notice.
- 41 If the tenant wishes to vacate the premises before the increase takes effect, the tenant must give 3 weeks notice to the lessor.

#### **Lessor's costs**

- 42 The lessor is responsible for the cost of the following:
- (a) rates and taxes relating to the premises;
  - (b) services for which the lessor agrees to be responsible;
  - (c) services for which there is not a separate metering device so that amounts consumed during the period of the tenancy cannot be accurately decided;
  - (d) all services up to the time of measurement or reading at the beginning of the tenancy;
  - (e) all services after reading or measurement at the end of the tenancy providing the tenant has not made any use of the service after the reading.
- 43 (1) The lessor must pay for any physical installation of services (eg water, electricity, gas, telephone line).

- (2) The tenant is responsible for the connection of all services that will be supplied in the tenant's name.
- 44 The lessor must pay the annual supply charge associated with the supply of water or sewerage.
- 45 If the premises are a unit under the *Unit Titles Act 2001*, the lessor is responsible for all owners corporation charges.

#### **Tenant's costs**

- 46 The tenant is responsible for all charges associated with the consumption of services supplied to the premises, including electricity, gas, water and telephone.
- 47 The tenant is not required by the lessor to connect or continue a telephone service.

#### **Reading of metered services**

- 48 (1) The lessor is responsible for undertaking or arranging all readings or measurement of services, other than those that are connected in the name of the tenant.
- (2) The lessor must provide the tenant with an opportunity to verify readings and measurements.
- 49 If the lessor does not arrange reading or measurement of a service connected in the name of the lessor by the day after the date of expiry of notice to vacate given in accordance with this tenancy agreement or the Residential Tenancies Act, the lessor is be responsible for payment of the unread or unmeasured service after the date of the last reading or measurement.
- 50 (1) If the tenant vacates the premises without giving notice before departure, the lessor must arrange a reading or measurement of services connected in the lessor's name within a reasonable time of the lessor becoming aware of the departure of the tenant.
- (2) The tenant is responsible for payment of services to the date of that reading or measurement.

#### **Tenant's use of the premises without interference**

- 51 The lessor guarantees that there is no legal impediment to the use of the premises for residential purposes by the tenant.
- 52 The lessor must not cause or permit any interference with the reasonable peace, comfort or privacy of the tenant in the use by the tenant of the premises.
- 53 Unless otherwise agreed in writing, the tenant has exclusive possession of the premises, as described in the agreement, from the date of commencement of the tenancy agreement provided for in the agreement.

#### **Lessor to make repairs**

##### **Lessor to provide premises in a reasonable state at the start of the tenancy**

- 54 (1) At the start of the tenancy, the lessor must ensure that the premises, including furniture, fittings and appliances (unless excluded from the tenancy agreement), are—
- (a) fit for habitation; and
  - (b) reasonably clean; and
  - (c) in a reasonable state of repair; and
  - (d) reasonably secure.
- (2) An exclusion must be in writing and may, but need not, be included in the tenancy agreement (if in writing).

- (3) The lessor or the tenant may change locks (at his or her own cost unless otherwise agreed) with the agreement of the other party (which will not be unreasonably withheld).
- (4) The lessor or the tenant may change locks (at his or her own cost) in an emergency without the agreement of the other party.
- (5) If a lock is changed, a copy of the key to the changed lock must be provided to the other party as soon as possible.

**Lessor to make repairs**

- 55 (1) The lessor must maintain the premises in a reasonable state of repair having regard to their condition at the commencement of the tenancy agreement.
- (2) The tenant must notify the lessor of any need for repairs.
- (3) This section does not require the tenant to notify the lessor about anything that an ordinary tenant would reasonably be expected to do, for example, changing a light globe or a fuse.
- 56 The lessor is not obliged to repair damage caused by the negligence or wilful act of the tenant.
- 57 Subject to clause 55, the lessor must make repairs, other than urgent repairs, within 4 weeks of being notified of the need for the repairs (unless otherwise agreed).

**Repairs in unit title premises**

- 58 If the premises are a unit under the *Unit Titles Act 2001*, and the tenant's use and enjoyment of the premises reasonably requires repairs to the common property, the lessor must take all steps necessary to require the owners corporation to make the repairs as quickly as possible.

**Urgent repairs**

- 59 The tenant must notify the lessor (or the lessor's nominee) of the need for urgent repairs as soon as practicable, and the lessor must, subject to clause 82, carry out those repairs as soon as necessary, having regard to the nature of the problem.
- 60 The following are urgent repairs in relation to the premises, or services or fixtures supplied by the lessor:
  - (a) a burst water service;
  - (b) a blocked or broken lavatory system;
  - (c) a serious roof leak;
  - (d) a gas leak;
  - (e) a dangerous electrical fault;
  - (f) flooding or serious flood damage;
  - (g) serious storm or fire damage;
  - (h) a failure of gas, electricity or water supply to the premises;
  - (i) the failure of a refrigerator supplied with the premises;
  - (j) a failure or breakdown of any service on the premises essential for hot water, cooking, heating or laundering;
  - (k) a fault or damage that causes the residential premises to be unsafe or insecure;
  - (l) a fault or damage likely to cause injury to person or property;
  - (m) a serious fault in any door, staircase, lift or other common area that inhibits or unduly inconveniences the tenant in gaining access to and use of the premises.

### **Tenant may authorise urgent repairs in certain circumstances**

- 61 If the lessor (or the lessor's nominee) cannot be contacted, or fails to effect the urgent repairs within a reasonable time, the tenant may arrange for urgent repairs to be effected to a maximum value of up to 5% of the rent of the property over a year.
- 62 The following procedures apply to urgent repairs arranged by the tenant:
- (a) the repairs arranged by the tenant must be made by the qualified tradesperson nominated by the lessor in the tenancy agreement;
  - (b) if the lessor has not nominated a tradesperson, or the nominated tradesperson cannot be contacted or is otherwise unavailable—the repairs must be performed by a qualified tradesperson of the tenant's choosing;
  - (c) if the repairs are arranged by the tenant in accordance with these procedures—the lessor is liable for the cost of repairs and the tradesperson may bill the lessor direct;
  - (d) if the tenant does not act in strict compliance with this clause—the tenant is personally liable for the cost of any urgent repairs arranged by the tenant.

### **Tenant to look after the premises**

#### **The tenant must take reasonable care of the premises and keep the premises reasonably clean**

- 63 During the tenancy, the tenant must—
- (a) not intentionally or negligently damage the premises or permit such damage; and
  - (b) notify the lessor of any damage as soon as possible; and
  - (c) take reasonable care of the premises and their contents, and keep them reasonably clean, having regard to their condition at the time of the commencement of the tenancy and the normal incidents of living.
- 64 The tenant must leave the premises—
- (a) in substantially the same state of cleanliness, removing all the tenant's belongings and any other goods brought onto the premises during the duration of the tenancy agreement; and
  - (b) in substantially the same condition as the premises were in at the commencement of the tenancy agreement, fair wear and tear excepted.
- 65 The lessor must not require the tenant to make alterations, improvements or renovations to the premises.

### **Tenant of unit to observe articles**

- 66 If the premises are a unit under the *Unit Titles Act 2001*, the tenant must comply with the articles of the owners corporation, and with any notice served in accordance with the articles, to the extent that they are not inconsistent with the standard residential tenancy terms in this agreement.

#### **Tenant must make no alterations and must not add any fixtures or fittings without the consent of lessor**

- 67 The tenant must not make any additions or alterations to the premises without the written consent of the lessor.
- 68
- (1) The tenant must not add any fixtures or fittings to the premises without the consent of the lessor.
  - (2) The lessor's consent must not be unreasonably withheld.
  - (3) The tenant must make good any damage to the premises on removal of any fixtures and fittings.

- (4) Any fixtures or fittings not removed by the tenant before the tenant leaves the premises becomes the property of the lessor.

**Tenant must not use the premises for illegal purposes and must not disturb the neighbours**

- 69 Unless otherwise agreed in writing, the tenant must only use the premises for residential purposes.
- 70 The tenant must not:
- (a) use the premises, or permit them to be used, for an illegal purpose to the detriment of the lessor's interest in the premises; or
  - (b) cause or permit nuisance; or
  - (c) interfere, or permit interference, with the quiet enjoyment of the occupiers of nearby premises.
- 71 The tenant must not leave the premises vacant for more than 3 weeks without notifying the lessor.

**Tenant must not sell, dispose of, or sublet tenancy without consent of lessor**

- 72 (1) The tenant must not assign or sublet the premises or any part of them without the written consent of the lessor.
- (2) Consent may be given at any time.
- (3) No rights in relation to the premises may be created in any third party before consent is obtained from the lessor.

**Tenant may be responsible for damage or other breach of tenancy agreement by visitors or guests**

- 73 The tenant is personally responsible for the actions or omissions of visitors, guests or other people on the premises if:
- (a) the action or omission would if performed by the tenant have constituted a breach of this tenancy agreement; and
  - (b) the person is on the premises with the permission of the tenant.
- 74 The tenant is not personally responsible for the actions or omissions of a person who is on the premises:
- (a) at the request of the lessor; or
  - (b) to assist the lessor perform any of the duties of the lessor under this tenancy agreement (whether at the request of the lessor or the tenant); or
  - (c) without the consent of the tenant.

**Lessor's access to premises**

**Lessor cannot enter premises except as provided in tenancy agreement**

- 75 (1) The lessor must not require access to the premises during the tenancy except as provided by the law, this tenancy agreement, the Residential Tenancies Act, or an order of the tribunal.
- (2) The tenant may permit access to the premises by the lessor at any time.
- (3) If requested, the lessor or the lessor's agent must provide identification to the tenant.
- 76 The lessor must not have access to the premises—
- (a) on Sundays; or
  - (b) on public holidays; or
  - (c) before 8 am and after 6 pm;
- other than—

- (d) for the purpose of carrying out urgent repairs or for health or safety reasons in relation to the premises; or
- (e) with the consent of the tenant.

### **Access in accordance with tenancy agreement**

#### **Routine inspections**

- 77 The lessor may inspect the premises twice in each period of 12 months following the commencement of the tenancy.
- 78 In addition to the inspections provided for in the previous clause, the lessor may make an inspection of the premises—
- (a) within 1 month of the commencement of the tenancy; and
  - (b) in the last month of the tenancy.
- 79
- (1) The lessor must give the tenant 1 week written notice of an inspection.
  - (2) The inspection must take place at a time agreed between the parties with reasonable regard to the work and other commitments both of the tenant and of the lessor (or their agents).
  - (3) If the parties are unable to agree on an appropriate time, the lessor or the tenant may apply to the tribunal for an order permitting access at a specified time.

#### **Access for purchasers and new tenants**

- 80 The tenant must permit reasonable access to the premises during the period of 3 weeks before the end of the tenancy, on the lessor giving 24 hours notice, to allow inspection of the premises by prospective tenants.
- 81 The tenant must permit reasonable access to the premises, on the lessor giving 24 hours notice, to allow inspection of the premises by prospective purchasers of the premises provided:
- (a) the lessor intends to sell the premises; and
  - (b) the lessor has previously notified the tenant in writing of the lessor's intention to sell.

#### **Access for making or inspecting repairs**

- 82
- (1) On giving the tenant 1 week notice (or such other agreed period), the lessor may enter the premises at a reasonable time, having regard to the interests of the tenant and the lessor, for the purpose of making or inspecting repairs.
  - (2) For urgent repairs, the lessor must, give reasonable notice and enter the premises at a reasonable time having regard to the interests of the tenant and the lessor.

#### **Notice to vacate by lessor**

- 83 The notice to vacate must be in writing, in the form required by the Residential Tenancies Act, and must include the following information:
- (a) the address of the premises;
  - (b) the ground(s) on which the notice is issued, together with sufficient particulars to identify the circumstances giving rise to the ground(s);
  - (c) that the lessor requires the tenant to vacate the premises by the expiry of the required notice period and that the tenancy ends on the day that the tenant vacates the premises.

#### **Notice of intention to vacate by tenant**

- 84
- (1) If the tenant serves a notice of intention to vacate and vacates the premises in accordance with the notice, the tenancy terminates on the date of vacating the premises.

- (2) On receiving a notice of intention to vacate, the lessor may—
  - (a) accept the notice and accept that the tenancy ends on the date nominated in the notice; or
  - (b) apply to the tribunal for confirmation of the tenancy agreement, an order for compensation or both.

85 The notice of intention to vacate must be in the same form and contain the same information as the notice to vacate from the lessor except the notice must contain the statement that the tenant intends to vacate the premises on a certain date and the tenancy terminates on that date.

**Termination where premises are not fit for habitation**

86 The lessor or the tenant may, by written notice, terminate the tenancy on a date specified in the notice on the following grounds:

- (a) the premises are not fit for habitation;
- (b) the premises are not available or will not be available because of Government action within a period of 4 weeks of the date that notice is given.

- 87
- (1) In either case the lessor must give not less than 1 week's notice of termination of the tenancy, and the rent abates from the date that the premises are uninhabitable.
  - (2) The tenant may give 2 days notice of termination of the tenancy.
  - (3) If neither the lessor or the tenant give notice of termination of the tenancy, the rent abates for the period that the premises are unable to be used for habitation, but the tenancy resumes when they are able to be used again.

**Termination of tenancy by tenant**

**Termination on or after end of fixed term**

88 (1) The tenant may give notice to terminate a periodic tenancy by giving the lessor not less than 3 weeks notice of the date when the tenant intends to vacate the premises.

(2) The tenancy ends on the date specified by the tenant.

89 (1) The tenant may give notice to terminate a fixed term tenancy at or after the end of the tenancy by giving 3 weeks notice of the date when the tenant intends to vacate the premises.

(2) The tenancy ends on the date specified by the tenant.

**Termination for breach by lessor**

90 If the lessor breaches the tenancy agreement, and the tenant wishes to terminate the tenancy agreement, the tenant may either—

- (a) apply to the tribunal for an order terminating the tenancy; or
- (b) give the lessor written notice of intention to terminate the tenancy, in accordance with clause 91.

91 If the tenant decides to proceed by way of notice to the lessor, the following procedures apply:

- (a) the tenant must give the lessor a written notice that the lessor has 2 weeks to remedy the breach if the breach is capable of remedy;
- (b) if the lessor remedies the breach within that 14-day period—the tenancy continues;
- (c) if the lessor does not remedy the breach within the time specified in the notice, or if the breach is not capable of remedy—the tenant must give 2 weeks notice of intention to vacate;
- (d) the tenancy agreement terminates on the date specified by the tenant;

- (e) rent is payable to the date specified in the notice or to the date that the tenant vacates the premises, whichever is the later;
- (f) if the lessor remedies the breach during the period of the notice of intention to vacate—the tenant, at the tenant's option, may withdraw the notice or may terminate the tenancy agreement on the date specified in the notice by vacating the premises on that date.

### **Termination of tenancy by lessor**

#### **Termination for failure to pay rent**

92 The tribunal may order the termination of the tenancy and eviction of the tenant on the ground of nonpayment of rent in the following circumstances:

- (a) rent has been unpaid for 1 week. The first day of this period concludes at midnight on the day when the unpaid rent was due;
- (b) the lessor has served a notice to remedy on the tenant for the failure to pay the rent, being a notice—
  - (i) served not earlier than 1 week after the day when the rent was due; and
  - (ii) containing a statement that if the tenant pays the rent outstanding to the date of payment within 7 days of the date of service of the notice to remedy, no further action must be taken and the tenancy continues;
- (c) if all rent is not paid within 1 week of the date of service of the notice to remedy—the lessor may then serve a notice to vacate on the tenant requiring the tenant to vacate the premises within 2 weeks of service of the notice to vacate;
- (d) no earlier than the date when the notice to vacate is served, the lessor may apply to the tribunal for an order terminating the tenancy and evicting the tenant;
- (e) the tribunal hearing of the application to terminate and evict must not be earlier than the end of the period specified in the notice to vacate;
- (f) during any tenancy in which the lessor has previously issued 2 notices to remedy, the lessor may serve a notice to vacate 1 week after the day when the rent has fallen due without serving a notice to remedy.

#### **Termination of tenancy for breach other than nonpayment of rent**

93 The tribunal may order the termination of the tenancy and eviction of the tenant on the ground of breach of the tenancy agreement in the following circumstances:

- (a) the lessor must serve a written notice requiring the tenant within 2 weeks after the day of service to remedy the breach if it is capable of remedy;
- (b) if the breach is not remedied within 2 weeks after the day of service or if the breach is not capable of remedy—the lessor must give a notice to vacate the premises within 2 weeks after the date of service of the notice to vacate;
- (c) if the tenant does not vacate the premises within the period of 2 weeks after the date of service of a notice to vacate—the lessor may apply to the tribunal for an order terminating the tenancy and for the eviction of the tenant;
- (d) if the tenant breaches the terms of the tenancy on 3 occasions on any ground—on the 3rd occasion the lessor may serve a notice to vacate and need not give the tenant 2 weeks to remedy the breach.

### Termination of tenancy without cause

- 94 The lessor may serve a notice to vacate during the term of a tenancy requiring the tenant to vacate the premises at the end of the notice provided that—
- (a) the notice is for 26 weeks; and
  - (b) the notice does not require the tenant to vacate the premises during a fixed term.
- 95 (1) If a tenant is required to vacate the premises in accordance with clause 94, the tenant may vacate the premises at any time during the 2 weeks before the date specified in the notice to vacate provided the tenant gives the lessor 4 days notice of intention to vacate.
- (2) In this case, the tenancy terminates on the date that the tenant vacates the premises.

### Termination of periodic tenancy

- 96 (1) If there is a periodic tenancy, the lessor may serve on the tenant a notice to vacate for the following periods on the following grounds:
- (a) 4 weeks notice if the lessor genuinely intends to live in the premises;
  - (b) 4 weeks notice if the lessor genuinely believes the lessor's immediate relative intends to live in the premises;
  - (c) 4 weeks notice if the lessor genuinely believes an interested person intends to live in the premises;
  - (d) 8 weeks notice if the lessor genuinely intends to sell the premises;
  - (e) 12 weeks notice if the lessor genuinely intends to reconstruct, renovate or make major repairs to the premises and the reconstruction, renovation or repairs cannot reasonably be carried out with the tenant living in the premises.
- (2) In this clause:
- immediate relative** means a son, daughter, son-in-law, daughter-in-law, mother, father, mother-in-law, father-in-law, brother, sister, brother-in-law or sister-in-law.
- interested person**, for a lessor, means a person who is not an immediate relative of the lessor but who has a close family or personal relationship with the lessor and who has a reasonable expectation arising from that relationship that the lessor would provide accommodation for that person.
- 97 (1) If a tenant is required to vacate the premises in accordance with clause 96, the tenant may vacate the premises at any time during the 2 weeks before the date specified in the notice to vacate provided the tenant gives the lessor 4 days notice of intention to vacate.
- (2) In this case, the tenancy terminates on the date that the tenant vacates the premises.

### Notices of address for service

- 98 (1) At the commencement of the tenancy, the lessor and the tenant must each give an address for service of notices.
- (2) If the address changes during the tenancy, the lessor or tenant must advise the other party of the new address for service within 2 weeks of the change.
- 99 On vacating the premises, the tenant must advise the lessor of a forwarding address.
- 100 If 2 or more people share a tenancy, except where this agreement otherwise provides, they do so as joint tenants.

## ATTACHMENT B

### HOUSING COMMISSIONERS ADDITIONAL TERMS

#### **1. Persons who may live at Property**

The only persons who may reside at the Property are:

- the Tenants and other residents named in Item 1; and
- any other dependants, boarders or other residents for whom the Housing Commissioner has given prior written permission

The Property must be the principal residence of all Tenants. A Tenant will be deemed not to reside at the Property if he or she is absent for a period of more than one month without the Housing Commissioner's prior written permission.

#### **2. Rent**

The rent specified in Item 4 of the Schedule of Tenancy details is payable fortnightly in advance starting from the Commencement Date specified in Item 3.

Rent may be paid in any of the following ways:

- direct debit from a Tenant's bank account in accordance with the Housing Commissioner's Direct Debit Conditions.
- direct deduction from a Tenant's Centrelink entitlements.
- at any ACT Government Shopfront - by cash or cheque.
- at any Australia Post outlet nationally.
- by cheque posted to

Commissioner for Social Housing  
Locked Bag 3000  
BELCONNEN ACT 2616

- BPAY
- via the Internet at [www.act.gov.au](http://www.act.gov.au)

The Housing Commissioner may give notice to Tenants varying the ways in which the Housing Commissioner will agree to accept rent.

#### **3. Allocation of Payments**

If Tenants owe any money to the Housing Commissioner in addition to rent (for example if Tenants have signed an agreement to repay a debt from a previous tenancy) the Housing Commissioner may apportion any money received from a Tenant as the Housing Commissioner sees fit.

#### **4. Repairs - Tenants' Responsibility**

Tenants must promptly repair any damage to the Property deliberately or negligently caused by themselves, other residents or their invited guests. If they do not:

- the Housing Commissioner may enter the Property and repair the damage; and
- the Tenants must pay the Housing Commissioner on demand the costs and expenses of the work.

#### **5. Renovations and Alterations**

Further to Clauses 67 and 68 of the Standard Residential Tenancy Terms, if Tenants build patios, carports or any other structures on the Property or attach fixtures and fittings without permission:

- the Housing Commissioner may enter the Property and remove these at any time, including after the end of the Tenancy; and
- the Tenants must pay the Housing Commissioner on demand the costs and expenses of the work.

If Tenants build patios, carports or any other structures on the Property or attach fixtures and fittings and the Housing Commissioner gives permission under Clause 67 and/or 68 of the Standard Residential Tenancy Terms subject to condition that they will remove them before the end of the Tenancy, but they do not remove them:

- the Housing Commissioner may remove the structures or fittings after the end of the Tenancy; and
- the Tenants must pay the Housing Commissioner on demand the costs and expenses of the work.

#### **6. Unpaid Water Consumption Charges**

Tenants must promptly pay the consumption charges for water supplied to the Property. If they do not:

- the Housing Commissioner may pay the charges on their behalf; and
- the Tenants must pay the amount of the charges to the Housing Commissioner on demand.

#### **7. Locks**

At the end of the Tenancy, Tenants must return all keys and any other entry devices which were given to them on commencement of the Tenancy, together with any copies made by the tenant during the tenancy.

Further to Clause 54(3) of the Standard Residential Terms, if Tenants change the locks and they fit locks which are not acceptable to the Housing Commissioner:

- the Housing Commissioner may fit new locks either at the end of the Tenancy or at any earlier time; and
- the Tenants must pay the cost of fitting new locks to the Housing Commissioner on demand.

## **8. Transfer of public housing under will**

It is hereby acknowledged and agreed that in accordance with Section 127A of the Residential Tenancies Act 1997, a tenant under this tenancy Agreement must not transfer any rights as a tenant under this agreement by will or other testamentary instrument or by any law in relation to intestacy to another person.

## **9. Notice**

Whenever this Tenancy Agreement requires or permits the Housing Commissioner or Tenants to give notice of anything, notice must be in writing.

Notices to the Housing Commissioner must be either:

- delivered by hand to any Housing ACT Office during normal business hours; or
- posted to

Commissioner for Social Housing  
Locked Bag 3000  
BELCONNEN ACT 2616

The Housing Commissioner may notify Tenants of other ways in which he/she will accept notices.

A notice left at the Property is deemed to be received by Tenants on the day it is delivered whether or not any person is present at the Property, unless the Tenants have notified the Housing Commissioner that they have vacated the Property.

A notice posted to the Property, or to another address notified by Tenants, is deemed to be received by Tenants four business days after the day of posting, whether or not the notice is returned.

## **10. Housing Commissioner's Powers**

Exercise of the Housing Commissioner's rights or other powers under the Tenancy Agreement is subject to the following:

- Failure to exercise any power does not constitute a waiver of that power.
- Exercise or partial exercise of any power does not preclude or prejudice the further exercise of that power or any other power, whether in relation to the same event, default or circumstance or any other event, default or circumstance.
- Powers may be exercised on the Housing Commissioner's behalf by the Australian Capital Territory or the officers, employees, contractors or agents of the Housing Commissioner or the Territory.

Without limiting the foregoing:

- Any notice or other action by the Housing Commissioner in relation to termination is not invalidated or waived if the Housing Commissioner subsequently accepts any rent or other payment from the Tenants.

## **11. Liability of Tenants**

If there is more than one Tenant, the obligations under the Tenancy Agreement apply to each of them individually as well as all of them jointly. For example, one Tenant may be required to pay the whole of a debt arising under the Tenancy Agreement.

## **12. Interpretation**

Subject to the Residential Tenancies Act 1997, if the applicable Rules of the Complex are inconsistent with these Additional Terms, the Additional Terms prevail. If any Special Conditions agreed by Tenants are inconsistent with these Additional Terms, the Special Conditions prevail.

In these Additional Terms:

- “Tenants” means the persons who have agreed to rent the Property from the Housing Commissioner under this Tenancy Agreement.
- “Property” means the property identified in Item 2.
- If the Property is a flat, townhouse or Aged Persons Unit, “Complex” means the block of flats or units which includes the Property.
- “Housing Commissioner” means the Commissioner for Social Housing for the Australian Capital Territory.
- a reference to an Item number is a reference to that Item in the Schedule of Tenancy Details evidencing the Tenancy Agreement.
- clause headings are for convenience of reference only and must be disregarded in the interpretation of the Tenancy Agreement.
- the singular includes the plural and vice versa.
- where a word or phrase is given a particular meaning, other parts of speech and grammatical forms of that word or phrase have corresponding meanings.

## **13. If the Property is a flat, townhouse or APU**

If the Property is a flat, townhouse or Aged Persons Unit, Tenants must comply with the applicable Rules of the Complex.

Tenants must not use any part of the Complex for an illegal purpose.

Clauses 14 and 15 apply only if the Property is a flat, townhouse or Aged Persons Unit.

## **14. Damage to Complex**

Tenants must not damage any part of the Complex deliberately or negligently, or permit such damage. They must notify the Housing Commissioner of any damage as soon as possible and promptly repair any damage caused by themselves, other residents or their invited guests. If they do not:

- the Housing Commissioner may repair the damage; and
- the Tenants must pay the Housing Commissioner on demand the costs and expenses of the repair work.

Tenants must not add any new structures or fixtures or fittings to any part of the Complex.

**15. Balconies, Courtyards, Garages etc.**

This clause applies to any balcony, courtyard or garden and any garage, carport, storage area or other part of the Complex allocated for the sole use of the Tenants, which is not part of the Property ("Additional Areas").

Tenants must take reasonable care of Additional Areas and their contents and keep them reasonably clean, having regard to their condition at the time of the commencement of the Tenancy and the normal incidents of living. Tenants must use Additional Areas only for the purpose for which they are intended and must not store hazardous, offensive or unsightly items.

At the end of the Tenancy, Tenants must remove all goods from Additional Areas and leave them in substantially the same condition as at the commencement of the Tenancy, fair wear and tear excepted.

Clause 7 of these Additional Terms applies to the locks of any Additional Areas.

## **ATTACHMENT C**

### **RULES OF THE COMPLEX**

#### **Flat / Townhouse / Aged Persons unit**

1. Stairwells, lifts, passageways and landings are for the purpose of entering or leaving the building only. Tenants must not:
  - leave anything in these areas or obstruct other people using these areas.
  - allow children under their control to play in these areas.
2. Tenants must comply with any rules regarding access to laundries and other shared facilities and must co-operate with other residents regarding use of these facilities.
3. Rubbish must be properly wrapped and disposed of in the bins provided.
4. Tenants must not flush any unsuitable material down toilets, sinks or drains
5. Clothes and washing must not be hung from balconies or out of windows.
6. Pets must not be kept without written permission from the Housing Commissioner.
7. Limitations on vehicle storage and use of parking spaces in complexes.

At all times:

  - (i) Each tenancy is limited to use one or a maximum of two parking spaces in those instances where a sufficient number of parking spaces are available.
  - (ii) Vehicles must be mobile.
  - (iii) Vehicles must be kept and be secured.
  - (iv) Vehicles must not be hazardous, offensive or unsightly.
  - (v) Vehicles must be parked only in the parking spaces provided.
8. These Rules may be varied at any time by the Housing Commissioner. Written notice will be given to Tenants of any changes to these Rules.

**ATTACHMENT D**

**SPECIAL CONDITIONS**