

IE-PRres18

Licence to occupy room: house or flat

third party service provider charges (to the extent they are contracted [redacted]).

"Property" means the [house/flat] at [insert full address] [redacted].

"Room" means a [bedroom/bedroom with ensuite bathroom/description of rooms] in the Property, [redacted].

- the furniture, fixtures and fittings specified in [redacted] ([redacted]);
- the use of any rights of access, paths, drives entranceway, hall, stairs, landing and any other things reasonably [redacted].

"Start Date" [redacted]

2. Licence to occupy

2.1. The Licensor now lets the Room and the Licensee now takes the Room for the Licence Period and the Licence Fee in [redacted].

2.2. The Licensee acknowledges that:

2.2.1 the Licensee shall occupy the Property as a licensee and that no relationship of tenant and landlord is [redacted];

2.2.2 the Licensor retains control, possession and management of the Property and the Licensee has no [redacted];

2.2.3 the licence to occupy granted by this agreement is personal to the Licensee and is not assignable, and the rights [redacted].

Property inventory

Inventory for: [\[address\]](#)

Below is an inventory of the subject room and facilities provided in the property. The contents of the room and other areas have been listed with an entry for each item. This includes space for a brief description and/or model number and a description of any existing defects or damage. Where similar items differ in condition, each is recorded separately.

A brief description of any existing damage or defects to walls, ceilings, floor and/or windows is given in the 'Decoration' section for each room.

Both parties now expressly agree that the list below is an accurate reflection of the condition of the property.

Sitting Room

Item and quantity	Model/Details	Condition on arrival	Condition on departure
LCD			
Sofa			
Chairsx4			
Bookcase			
Coffee Table			
Lamp			
Light Fittings			
Fitted Carpet			
Gas/electric fire			
Rug			
Curtains			
Rubbish Bin			
Central heating radiators			

Decoration

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Dining Room

Item and quantity	Model/Details	Condition on arrival	Condition on departure
Table			
Sideboard			
Fitted carpet			
Chairsx4			
Rug			
Gas/electric fire			
Curtains			
Central heating radiators			

Decoration

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Kitchen

Item and quantity	Model/Details	Condition on arrival	Condition on departure
Refrigerator			
Freezer			
Washing machine			
Dishwasher			
Cooker/oven			
Hob			
Microwave			

Food processor			
Toaster			
Coffee maker			
Table			
Chairsx4			
Pedal bin			
Window blind			
Smoke alarm			

Decoration

Hall

Item and quantity	Model/Details	Condition on arrival	Condition on departure
Fitted carpet			
Sideboard			
Curtains			
Mirror			
Central heating radiator			

Decoration

Bathroom

Item and quantity	Model/Details	Condition on arrival	Condition on departure

Toilet			
Hand basin			
Bath mat			
Shower			
Shower curtain			
Window blind			
Mirror			
Scales			
Central heating radiator			
Extractor fan			

Decoration

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Bedroom

Item and quantity	Model/Details	Condition on arrival	Condition on departure
Bed			
Chairsx4			
Bedside table			
Wardrobe			
Dressing table			
Fitted carpet			
Rug			
Curtains			
Duvet			
Pillowsx4			
Fitted sheet			
Flat sheet			

Blanket			
Pillow case			
Duvet cover			
Valance			
Mirror			
Central heating radiator			

Decoration

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Utilities

Item and quantity	Model/Details	Condition on arrival	Condition on departure
Central heating			
Gas			
Electricity			
Water			
Burglar alarm			
Keys			
Telephone			
Cable/Satellite			

Licenser

[Signature]

[Print name]

Licensee

[Signature]

[Print name]

Date signed [date]

Explanatory notes:

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General notes

- 1. The detailed terms of the agreement are very flexible indeed. The document has been marked in blue at the points where you may need to insert, amend or choose an alternative. However, you can safely edit all of the [redacted] [redacted], [redacted] [redacted].

Paragraph specific notes

Note: numbering refers to paragraph numbers

1. Definitions

We believe it is bad drafting practice to randomly capitalise words which are not defined terms. For example, in this document, the word "[redacted]" [redacted].

Licence Period: It is important that you clearly specify the occupation period (if any) – for example, full time, part-time, weekly, for a term in case the licensee is a student. All you need [redacted].

Keep the term short. This is not directly reflected in the law. But it is a fact that occupants tend to dispute their status only [redacted].

Outgoings: Specify what services are to be provided if any. The provision of services tends to point towards a licence rather than a tenancy. However, if you are [redacted].

2. Licence to occupy

This paragraph covers a reservation of general rights. It is essential that the document and the actual situation “on the ground” reflect a license to occupy and not a [redacted].

