



<SD:Today>

REF:BAY 1A&B V1.2026

Dear <SD:FullName>

Please be advised that the terms of your **occupation contract** are legally separate from your academic course or studies. It is essential to fully understand the financial commitment before signing this agreement.

### Key Information About Your Occupation Contract

Your accommodation contract is a fixed-term agreement, which means:

1. You are renting the room for the full length of the contract
2. You cannot end the contract early just because you no longer want the room
3. Fixed-term student contracts in Wales do not have break clauses

If, after accepting the accommodation offer, you:

- Do not enrol
- Defer your studies
- Withdraw from your studies
- Suspend your studies

You must **formally request a release** from your accommodation by completing a [Release from Accommodation Contract Request Form](#) as soon as possible. This form serves as your official notification to terminate your **fixed-term standard occupation contract**, which operates independently of your academic course.

### Notice & Financial Liability:

- Submission of this form **does not automatically release you from your contract**.
- Your request will be reviewed, and if approved, **a six-week notice period applies** from the date of submission. You remain financially responsible for this period unless an alternative arrangement is confirmed by Residential Services.
- Confirmation of your release request will be sent once validated by the **Academic Registry**.

### The information below includes the following:

1. **Room Allocation Summary:** An 'at a glance' summary of your room allocation details, including room specifics and fee information.
2. **Occupational Contract:** A Model Written Statement of a fixed-term standard occupation contract (Occupation contract).
3. **Contract-holder's Guide:** Download and read the [Rent Smart Wales Contract-holders Guide](#).
4. **Property Certificates:** [View the property certificates here](#).

## Accepting Your Occupation Contract

Before accepting this offer, please review the contract in full. We also recommend saving a copy for future reference.

To accept this Occupation contract and the conditions contained:

1. **Online Acceptance:** Sign into your accommodation account and electronically sign your contract. This confirms your acceptance of the **terms and conditions** of the agreement.
2. **Commitment to Full Term:** Your accommodation is allocated for the full **fixed-term period**. Outside of approved release requests, early termination is **not permitted** unless a legal provision applies.. Except in exceptional circumstances, as noted above, it will not be possible to release students from their contract during the year.
3. **Binding Agreement:** By entering your **date of birth and student ID** (or signing below), you formally accept the obligations outlined in this contract.

If you have any questions, please contact **Residential Services** before proceeding.

### AT A GLANCE SUMMARY OF ROOM ALLOCATION DETAILS

#### At a glance Summary of room allocation details

<b>TENANT DETAILS -</b>	
<b>STUDENT NAME:</b>	<SD:FullName>
<b>STUDENT NUMBER</b>	<SD:StudentID>
<b>OCCUPATION DATES:</b>	
<b>START DATE</b>	<SA:LicenceStart>
<b>END DATE:</b>	<SA:LicenceEnd> - 10am
<b>ROOM ALLOCATION:</b>	
<b>SITE:</b>	<SA:SchemeName> - HALL: <SA:BlockName> -ROOM NO: <SA:WebRoomName>
<b>BEDROOM TYPE:</b>	Self Catered - <SA:BedroomType> - <SA:RoomType>
The Landlord and the Agent reserve the right to amend the room allocation prior to the Start Date.	
<b>ACCOMMODATION FEES:</b>	
<b>WEEKLY FEE:</b>	£<SA:weeklyRent>

The Accommodation Fees for the Room for the period of the **occupation contract** are <SA:LicenceTotal> and are payable on the following dates

### Payment dates for Occupation Contracts of between 40 and 51 weeks

ACADEMIC YEAR 2026/2027	PERCENTAGE OF FEES	PAYMENT DATE
PAYMENT 1	34%	29/10/2026
PAYMENT 2	33%	28/01/2027
PAYMENT 3	33%	06/05/2027

### Payment dates for Semester One Students

ACADEMIC YEAR 2026/2027	PERCENTAGE OF FEES	PAYMENT DATE
PAYMENT 1	100%	28/01/2027

### Payment Dates for Semester Two / January Arrival Students

ACADEMIC YEAR 2026/2027	PERCENTAGE OF FEES	PAYMENT DATE
PAYMENT 1	50%	28/01/2027
PAYMENT 2	50%	06/05/2027

### Payment Dates for Occupation Contracts for Term 3 / March Intake Students

ACADEMIC YEAR 2026/2027	PERCENTAGE OF FEES	PAYMENT DATE
PAYMENT 1	100%	06/05/2027

## 1. IMPORTANT PAYMENT INFORMATION

**Statements:** Statements will be sent to the student's university email address, even if a parent/guardian has set up the payment.

**Payment Responsibility:** Accommodation Fees must be paid by the specified Payment Dates, and the student is responsible for ensuring payments are made. If you are unable to make a payment, contact the finance office before the relevant Payment Date.

**Invoices:** Invoices will be sent to the student's university email account 7 days before each Payment Date. These will include details of Accommodation Fees and any additional charges.

**Late Payments:** Payments received more than 14 days after the relevant Payment Date will be subject to the university's Debt Management Policy.

**Communication:** Once your contract starts, all communication regarding your accommodation will be sent to your student email address: <SD:StudentID>@swansea.ac.uk.

**This section needs to be completed ONLY if you are unable to accept the contract online for <SA:WebRoomName>**

Student Signature: \_\_\_\_\_ Student Number: \_\_ <SD:StudentID>

Student Date of Birth: (dd/mm/yyyy) \_\_\_\_\_ Date: \_\_\_\_\_

Signed: \_\_\_\_\_ On behalf of the Landlord

Signed: \_\_\_\_\_ On behalf of SRS

## **MODEL WRITTEN STATEMENT OF A FIXED TERM STANDARD OCCUPATION CONTRACT FOR A TERM OF LESS THAN SEVEN YEARS**

### **PART 1**

#### **FIXED TERM STANDARD OCCUPATION CONTRACT EXPLANATORY INFORMATION**

This is your written statement of the occupation contract you have made under the Renting Homes (Wales) Act 2016 ("the Act").

The contract is between you, as the 'contract-holder', and the 'landlord'.

Your landlord must give you a written statement, free of charge, within 14 days of the 'occupation date' (the day on which you were entitled to move in).

If you did not receive a copy of this written statement (including electronically, if you have agreed to receive the written statement in an electronic form) within 14 days of the occupation date, for each day after the occupation date that the written statement has not been provided, the landlord may be liable to pay you compensation, equivalent to a day's rent, up to a maximum of two months' rent (unless the failure was intentional in which case you can apply to the court to increase this amount).

The written statement must contain the terms of your contract and the explanatory information that the landlord is required to give you. The terms set out your rights and responsibilities and those of the landlord (that is, the things that you and your landlord must do or are permitted to do under the occupation contract).

You should read the terms to ensure you fully understand and are content with them and then sign where indicated to confirm that you are content.

The written statement should be kept safe as you may need to refer to it in the future.

The terms of your contract consist of:

**Key Matters** - that is, the address of the dwelling, the occupation date, the amount of rent (or other consideration) and the rental period (i.e. the period in respect of which the rent is payable (e.g. weekly or monthly)), the fact that this is a fixed term contract and if there are periods during which the contract-holder is not entitled to occupy the dwelling as home, details of those periods.

**Fundamental Terms** - these are provisions of the Act that are automatically included as terms of an occupation contract. Some cannot be changed and must reflect the wording in the Act. However, others can be left out or changed, but only if you and the landlord agree to do that and it benefits you as the contract-holder.

**Supplementary Terms** - these are provisions, set out in regulations made by the Welsh Ministers, which are also automatically included as terms of an occupation contract. However, providing you and the landlord agree to it, these can be left out or changed, either to benefit you or the landlord. Supplementary terms cannot be omitted or modified in a way that would make those terms incompatible with a fundamental term.

Where a fundamental or supplementary term has been left out or changed, this must be identified in this written statement.

The terms of your contract may also include:

**Additional Terms** - these are provisions agreed by you and the landlord, which can cover any other matter, provided they do not conflict with a key matter, a fundamental term, or a supplementary term.

Under section 62 of the Consumer Rights Act 2015, an additional term, or any change to a supplementary term, which is unfair (within the meaning of that Act), is not binding on you.

An incorrect or incomplete written statement may mean the landlord is liable to pay you compensation.

Where any changes to this contract are agreed after the start of this contract, the landlord must provide you with a written copy of the new term or terms or a new written statement of this contract, within 14 days of the change being agreed.

Your contract is a fixed term standard contract, which means that it initially lasts for a specified period of time agreed between you and the landlord. It also means that you cannot be evicted without a court order, unless you abandon the dwelling.

Before a court makes such an order the landlord must demonstrate that the correct procedures have been followed and that at least one of the following is satisfied -

1. You have broken one or more terms of this contract (which includes any arrears of rent, engaging in anti-social behaviour or other prohibited conduct, and failing to take proper care of the dwelling) and it is reasonable to evict you.

2. You are in seriously in arrears with your rent (e.g., if the rental period is a month, at least two months' rent is unpaid)

Or

3. Your landlord needs to move you, and one of the estate management grounds under section 160 (estate management grounds) of the Act applies, suitable alternative accommodation is available (or will be available when the order takes effect) and it is reasonable to evict you.

If you remain in occupation of the dwelling after the end of the fixed term, you and the landlord are to be treated as having made a new periodic standard contract in relation to the dwelling.

You have important rights as to how you can use the dwelling, although some of these require the consent of your landlord. Someone who lives with you at the dwelling may have a right to succeed to this contract if you die.

You must not allow the dwelling to become overcrowded by permitting more people to live in it than the maximum number allowed. Part 10 of the Housing Act 1985 provides the basis for determining the maximum number of people permitted to live in the dwelling.

You can be held responsible for the behaviour of everyone who lives in and visits the dwelling. Anti-social behaviour and other prohibited conduct can include excessive noise, verbal abuse, and physical assault. It may also include domestic abuse (including physical, emotional, and sexual, psychological, emotional or financial abuse).

If you have a problem with your home, you should first contact your landlord. Many problems can be resolved quickly by raising them when they first arise. If you are unable to reach an agreement with your landlord, you may wish to contact an advice agency (such as Citizens Advice Cymru or Shelter Cymru) or independent legal advisors. Disputes regarding your contract may ultimately be settled through the county courts.

If you have any questions about this contract, you may find the answer on the Welsh Government's website along with other relevant information, such as information on the resolution of disputes. Alternatively, you may wish to contact an advice agency (such as Citizens Advice Cymru or Shelter Cymru) or independent legal advisors.

## **PART 2**

### **FIXED TERM STANDARD OCCUPATION CONTRACT - KEY MATTERS**

Unless it is otherwise brought to an end, this fixed term standard contract gives you a right to occupy the dwelling for the term set out below.

The key matters and information about the deposit and landlord are set out below. You should also refer to the Residence Regulations and Confirmation of Acceptance provided.

The [Residence Regulations](#) form part of the agreement and specifics and run alongside the [Students Charter](#)

The Confirmation of Acceptance is emailed to you automatically upon acceptance of the contract.

**This contract is between:**

PARTY	DETAILS
<b>Landlord</b>	<b>UPP (SAC2) Limited</b> UPP, 1st Floor12 Arthur StreetLondonEC4R 9AB
<b>Contract-holder</b>	The student identified in the Key Matters section of this Written Statement, being the person entitled to occupy the Dwelling under this Fixed Term Standard Occupation Contract.
<b>Agent</b>	<b>Residential Services, Swansea University</b> Singleton ParkSwanseaSA2 8PPThe Landlord has appointed Residential Services as its managing agent in respect of this Occupation Contract. The Agent has subcontracted certain operational services to Student Residences Services (SRS), Swansea University, Singleton Park, Swansea, SA2 8PP.

TENANT DETAILS -	
<b>STUDENT NAME:</b>	<SD:FullName>
<b>STUDENT NUMBER</b>	<SD:StudentID>
OCCUPATION DATES:	
<b>START DATE</b>	<SA:LicenceStart>
<b>END DATE:</b>	<SA:LicenceEnd> - 10am
ROOM ALLOCATION:	
<b>SITE:</b>	<SA:SchemeName> - HALL: <SA:BlockName> -ROOM NO: <SA:WebRoomName>
<b>BEDROOM TYPE:</b>	Self Catered - <SA:BedroomType> - <SA:RoomType>
The Landlord and the Agent reserve the right to amend the room allocation prior to the Start Date.	
ACCOMMODATION FEES:	
<b>WEEKLY FEE:</b>	£<SA:weeklyRent>

The Accommodation Fees for the Room for the period of the **occupation contract** are <SA:LicenceTotal> and are payable on the following dates

**The total rent for the fixed term** is <SA:GrandTotal>

**The initial Rent** is £<SA:weeklyRent> **per week** which will be **payable as per the Schedule below** and in Term 1 of this contract:

### Payment dates for Occupation Contracts of between 40 and 51 weeks

ACADEMIC YEAR 2026/2027	PERCENTAGE OF FEES	PAYMENT DATE
PAYMENT 1	34%	29/10/2026
PAYMENT 2	33%	28/01/2027
PAYMENT 3	33%	06/05/2027

### Payment dates for Semester One Students

ACADEMIC YEAR 2026/2027	PERCENTAGE OF FEES	PAYMENT DATE
PAYMENT 1	34%	29/10/2026

### Payment Dates for Semester Two / January Arrival Students

ACADEMIC YEAR 2026/2027	PERCENTAGE OF FEES	PAYMENT DATE
PAYMENT 1	33%	28/01/2027
PAYMENT 2	33%	06/05/2027

### Payment Dates for Occupation Contracts for Term 3 / March Intake Students

ACADEMIC YEAR 2026/2027	PERCENTAGE OF FEES	PAYMENT DATE
PAYMENT 1	100%	06/05/2027

The occupation date (when you can begin occupying the dwelling) is: <SA:LicenceStart>

This fixed term standard contract will end on <SA:LicenceEnd> - 10am

Advance rent is payable to the value of £100.00. *Not applicable for residents returning for a subsequent year of study.*

For more information about the holding of your advance rent payment see Terms 7 - 9.

You can contact the landlord:

PARTY	DETAILS
Landlord	UPP (SAC2) Limited UPP, 1st Floor 12 Arthur Street London EC4R 9AB

**Contract-holder**

**Name:** <SD:FullName>

**Signature:**

**Date:** <SD:Today>

**Signed for and on behalf of the Landlord(s)**

Name Sarah Morgan - Head of Residential Services

Signature **S.C. Morgan**

Date <SD:Today>

**Rent Smart Wales** - Registration Number #LR-50148-61747

SAMPLE

## INDEX

The terms are arranged under the following headings and in the following order:

### Contents

Definitions 14

Interpretation 15

### PART 3 15

Fixed Term Standard Occupation Contract Fundamental and Supplementary Terms **Error! Bookmark not defined.**

Rent and Other Charges. 15

1. Payment of rent and other charges (A) 15

2. Receipt of rent or other consideration (S) 16

3. Managing Agent (A) 16

4. Student Status/Enrolment (A) 16

5. Periods when the dwelling is unfit for human habitation (S) 16

6. Right of set off (F+) 16

Deposit 16

7. Form of security (F+) 16

8. Reservation Deposit (A) 17

9. Requirement to use a deposit scheme (F) 17

Prohibited conduct. 17

10. Anti-social behaviour and other prohibited conduct (F) 17

Control of the Dwelling 18

11. Use of the dwelling by the contract holder General (A) 18

12. Use of the dwelling by the contract-holder BUSINESS USE (S) 19

13. Visitors (A) 19

14. Parking (A) 19

15. Pets (A) 19

16. Permitted occupiers who are not lodgers or sub-holders (S) 19

17. Right to occupy without interference from the landlord (F+) 19

18. Landlord's right to enter the dwelling Repairs (F+)	20
19. Landlord's right to enter the dwelling repairs to fixtures and fittings (S)	20
20. Call-out charges (A)	20
21. Landlord's right to enter the dwelling Viewings (A)	20
22. Landlord's right to enter the dwelling Emergencies (S)	20
Care of the dwelling contract-holder's responsibilities	21
23. Duty to take care of the dwelling (S)	21
24. Duty to take care of the dwelling Cont. (A)	21
25. Duty to care for the Contents and Common Parts (A)	21
26. Duty to notify landlord of defect or disrepair (S)	22
Care of the dwelling landlord's obligations	22
27. Landlord's obligation: fitness for human habitation (F+)	22
28. Landlord's obligation to keep a dwelling in repair (F+)	22
29. Further landlord obligations in relation to terms 27 and 28 (F+)	23
30. Limits on landlord obligations in relation to terms 27 and 28: General (F+)	23
31. Limits on landlord obligations in relation to terms 27 and 28: contract-holder's fault (F+)	23
32. Limits on landlord obligations in relation to terms 27 and 28: notice (F+)	24
33. Rights of permitted occupiers (F+)	24
34. Insurance (A)	24
Making changes to the dwelling or utilities	24
35. Changes to the dwelling (S)	24
36. Changes to the provision of utilities to the dwelling (S)	25
Security and safety of the dwelling: contract-holder's responsibilities	25
37. Security of the dwelling unoccupied periods (S)	25
38. Security of the dwelling locks (S)	25
Creating a sub-tenancy or sub-licence, transferring the contract, or taking out a mortgage	25
39. Permissible forms of dealing (F+)	26
40. Sharing, sub-letting, and transferring the dwelling (A)	26
41. Permitting lodgers (F+)	26
42. Provisions about adding a joint contract-holder (F+)	26

43. Joint contract-holder ceasing to be a party to a contract survivorship (F)	26
Termination of contract general	27
44. Permissible termination etc. (F)	27
45. Termination by agreement (F+)	27
46. Repudiatory breach by landlord (F+)	27
47. Death of a sole contract-holder (F)	27
48. Contract-holders' obligations at the end of the contract (S)	28
49. Repayment of rent or other consideration (S)	28
50. Early termination by contract-holder (F+)	29
51. Termination of the contract with joint contract holders (F+)	29
Termination by the landlord: possession claims and possession notices	29
52. Possession claims (F)	29
53. Possession notices (F+)	29
Termination by landlord: grounds for making a possession claim.	30
54. Breach of contract (F+)	30
55. Restrictions on making a possession claim in relation to a breach of contract (F+)	30
56. Estate management grounds (F+)	30
57. Restrictions on making a possession claim under term 56 (estate management grounds) (F+)	30
58. Serious Rent Arrears (F+)	31
59. Restrictions on making a possession claim under term 58 (serious rent arrears) (F+)	31
Court's Order for possession	32
60. Effect of order for possession (F+)	32
Variation	32
61. Variation (F except 61(1)(a) which is F+)	32
62. Limitation on variation (F)	32
Written Statements and information provided by landlord.	33
63. Written statements (F+)	33
64. Written statement of variation (F+)	34
65. Provision of information by landlord about the landlord (F+)	34
66. Compensation for breach of term 65 (F+)	34

67. Inventory (S)	35
Other Matters	35
68. False statement inducing landlord to make contract to be treated as breach of conduct (F)	35
69. Forms of notices etc. (F+)	36
70. Passing notices etc. to the landlord (S)	36
71. Costs (A)	36
72. Data Protection (A)	36
73. Complaints (A)	36
74. Cancellation Policy (A)	36
ANNEX A - ESTATE MANAGEMENT GROUNDS	38
REDEVELOPMENT GROUNDS	38
1) Ground A (building works)	40
2) Ground B (redevelopment schemes)	40
SPECIAL ACCOMMODATION GROUNDS	40
3) Ground C (charities)	40
4) Ground E (housing associations and housing trusts: people difficult to house)	40
5) Ground F (groups of dwellings for people with special needs)	41
UNDER-OCCUPATION GROUNDS	41
OTHER ESTATE MANAGEMENT REASONS	42
APPENDIX	

## DEFINITIONS

In this contract the following definitions apply:

<b>AGENT:</b>	<b>REFERS TO THE LANDLORD'S AGENT AS SET OUT IN THE RESIDENCE REGULATIONS.</b>
<b>Common Part(s):</b>	refers to any areas shared with other residents in the Flat, including the kitchen, hallways, bathroom, and other communal areas solely serving the Flat.
<b>Contents:</b>	refers to the Dwelling Contents, the Flat Contents, and the Residence Contents.
<b>Dwelling Contents:</b>	refers to the furniture, fittings and equipment provided exclusively for your use in the dwelling.
<b>Flat:</b>	refers to the part of the Residence in which the Dwelling is located and may include the Common Parts. If your dwelling is self-contained, (i.e., you have exclusive use of a kitchen) then Flat refers to the dwelling.
<b>Flat Contents:</b>	refers to all furniture, fittings and equipment provided for the use of all residents in the Flat.
<b>Insurances:</b>	refers to the insurance policies obtained by the Landlord in respect of:
	1) all those risks which the University considers necessary to insure against in respect of the Residence and the Contents; and
	2) to provide block insurance cover for personal possession kept in the dwelling or the Residence as outlined in the policy.
<b>Interest Rate:</b>	Means 3% above the Bank of England Base Rate from time to time in force or such other rate prescribed by the University in accordance with the Renting Homes (Fees etc.) (Wales) Act 2019.
<b>Late Payment Charge:</b>	refers to the charge (at the Interest Rate) made by the Landlord in respect of all or any part of the Rent not paid within 14 days of the Relevant Payment Date, and which are charged at the Interest Rate.
<b>Payment Dates:</b>	refers to those dates shown in the Key Matters.
<b>Residence:</b>	refers to the building where the dwelling is located as set out in the Key Matters.
<b>Residence Common Parts:</b>	refers to any areas shared with other residents of the Residence including a common room, hallways, outside areas, and any other communal area shared by residents.
<b>Residence Contents:</b>	refers to all furniture, fittings and equipment provided for the use of all residents in the Residence.

<b>Services:</b>	refers to the provision of electricity, heating, water, and sewerage utility services to the Residences.
<b>SRS:</b>	refers to Student Residences Services at the University who are sub-contractors to the Agent of the Residence. The Landlord has engaged SRS to conduct some of its obligations under this contract.
<b>The University:</b>	refers to the Landlord.

## INTERPRETATION

1. Unless the context otherwise required, words in the singular should also be construed as plural and vice versa.
2. A reference to a statute or statutory provision is a reference to it as amended, extended, or re-enacted from time to time.
3. A reference to writing or written includes email.
4. Obligations in this contract to do or not to do something include an obligation not to allow or permit that thing to be done or not done by another person.
5. Nothing in this contract affects Swansea University's disciplinary powers set out in SRS' Residences Disciplinary Policy and Procedures.
6. Save as expressly provided, this contract is not intended to confer any benefit to anyone who is not a party to it.

## PART 3

### **Fixed Term Standard Occupation Contract Fundamental and Supplementary Terms**

7. The fundamental and supplementary terms of this periodic standard contract are set out in this Part.
8. Fundamental terms that cannot be left out of this contract or changed have (F) added after the term sub-heading.
9. Fundamental terms that can be left out or changed have (F+) added.
10. Supplementary terms have (S) added.
11. Additional terms have (A) added.
12. text omitted from a fundamental or supplementary term has been struck through and any new text is shown in CAPITALS.
13. Where a term is referring to the contract-holder, it usually uses "you" instead of "the contract-holder."
14. Similarly, where a term is referring to something belonging to the contract-holder, it usually uses "your" rather "the contract-holder's."
15. Footnotes do not form part of the terms of this contract but have been included where that is helpful.

## RENT AND OTHER CHARGES.

1. Payment of rent and other charges (A)

1. You must pay the Rent on or before the Payment Dates without any deduction or set off save as allowed by Term 6. The Rent is to be paid to the Agent, in accordance with the Residence Regulations.
2. Payments for the Rent must be received by the Payment Dates, and you are responsible for making the payment. If you are unable to make a payment, please contact the University's accommodation office before the relevant Payment Date.
3. An invoice will be sent to your university e-mail address 7 days before the relevant Payment Date and will include Rent and any other charges added to the account. The invoice will state if you have set up a Direct Debit. If you do not have a Direct Debit set up, you will be given instructions on how to pay the Rent. Please check the invoice carefully.
4. Payments received more than fourteen (14) days after the relevant Payment Date will follow the Debt Management Policy which can be found in the Residence Regulations.
5. You must pay any Late Payment Charge to the Agent on demand if the Rent has been outstanding for a period of 14 days or more.
6. You must pay all charges costs and sums properly due under this agreement in accordance with the charges policy which forms part of the Residences Regulations including paying the Landlord's or Agent's reasonably incurred costs in enforcing your obligations or arising from a breach of those obligations.

## 2. Receipt of rent or other consideration (S)

STATEMENTS WILL BE SENT TO YOUR UNIVERSITY E-MAIL ADDRESS, EVEN WHERE A PARENT OR GUARDIAN SETS UP THE PAYMENT.

Within 14 days of a request from you, the landlord must provide you with written receipt of any rent or other consideration paid or provided under the contract.

## 3. Managing Agent (A)

1. The landlord is able to delegate tasks relating to the management of this contract to the Agent shown in the Key Matters at any time.
2. You agree to co-operate with the Agent at all times.

## 4. Student Status/Enrolment (A)

To be eligible to live in this accommodation you must be enrolled as a full-time studying student at the University. You acknowledge that this contract is separate to and not conditional on how University delivers your academic course.

## 5. Periods when the dwelling is unfit for human habitation (S)

You are not required to pay rent in respect of any day or part day during which the dwelling is unfit for human habitation.

## 6. Right of set off (F+)

If the landlord is liable to pay you compensation under section 87 of the Act, you may set off that liability against rent.

## **DEPOSIT**

### 7. Form of security (F+)

The landlord may not require security (which includes a deposit) to be given in any form other than

- a. money,  
or
- b. a guarantee.

#### 8. Advance Rent Payment (A)

As this is not a Deposit it is not protected through a deposit scheme.

1. You must pay the Advance Rent Payment shown in the Key Matters is required within 3 days of receipt of the offer of accommodation.
2. The Advance Rent Payment will be deducted from the first payment of your Rent.
3. The Advance Rent Payment is non-refundable if you do not take up this contract or move into the dwelling.

#### 9. Requirement to use a deposit scheme (F)

- (1) If you pay a deposit under this contract (or another person pays a deposit on your behalf), the deposit must be dealt with in accordance with an authorised deposit scheme.
- (2) Before the end of the period of 30 days starting with the day on which the deposit is paid, the landlord must
  - (a) comply with the initial requirements of the authorised deposit scheme, and
  - (b) give you (and any person who has paid the deposit on your behalf) the required information.
- (3) The required information is such information as may be specified by the Welsh Ministers in regulations in accordance with section 45 of the Act, relating to
  - (a) the authorised deposit scheme which applies,
  - (b) the landlord's compliance with the initial requirements of the scheme, and
  - (c) the operation of Chapter 4 of Part 3 of the Act (Deposits and Deposit Schemes), including your rights (and the rights of any person who has paid the deposit on your behalf) in relation to the deposit.

### **PROHIBITED CONDUCT.**

#### 10. Anti-social behaviour and other prohibited conduct (F)

- (1) You must not engage or threaten to engage in conduct capable of causing nuisance or annoyance to a person with a right (of whatever description)
  - (a) to live in the dwelling subject to this contract, or
  - (b) to live in a dwelling or other accommodation in the locality of the dwelling subject to this contract.
- (2) You must not engage or threaten to engage in conduct capable of causing nuisance or annoyance to a person engaged in lawful activity
  - (a) in the dwelling subject to this contract, or
  - (b) in the locality of that dwelling.
- (3) You must not engage or threaten to engage in conduct
  - (a) capable of causing nuisance or annoyance to
    - (i) the landlord, or
    - (ii) a person (whether or not employed by the landlord) acting in connection with the exercise of the landlord's housing management functions, and

- (b) that is directly or indirectly related to or affects the landlord's housing management functions.
  
- (4) You may not use or threaten to use the dwelling subject to this contract, including any common parts and any other part of a building comprising the dwelling, for criminal purposes.
  
- (5) You must not, by any act or omission
  - (a) allow, incite, or encourage any person who is living in or visiting the dwelling to act as mentioned in paragraphs (1) to (3) of this term or
  - (b) allow, incite, or encourage any person to act as mentioned in paragraph (4) of this term.

## **CONTROL OF THE DWELLING**

### 11. Use of the dwelling by the contract holder General (A)

The accommodation provided under this Occupation Contract is intended for use by students who are actively enrolled and undertaking a programme of study at Swansea University.

Where a resident **withdraws from studies, suspends studies, fails to enrol, or otherwise ceases to be a registered student**, the University may determine that the resident is **no longer eligible to occupy the accommodation**.

In such circumstances, the University may **terminate the Occupation Contract by issuing written notice in accordance with the applicable notice period set out in this agreement**.

- (1) You must not use the dwelling for any other purpose other than as a study bedroom.
- (2) You have the right to use the Contents and the Common Parts and the Residences Common Parts.
- (3) You must comply with the Residence Regulations.
- (4) You must not act in such a way so as to invalidate the Insurances.
- (5) You must not consume alcohol if the dwelling is situated in a Residence or area of a Residence designated as 'alcohol-free'.
- (6) You must not play loud music from any device or make such noise so that it is audible outside the dwelling or the Flat between the hours of 11:00pm and 8:00am.
- (7) You must comply with all reasonable requirements of the landlord and/or the Agent in respect of the use of the dwelling and the Flat.
- (8) You must comply with all regulations issued by the Landlord and/or SRS in relation to matters of fire safety and other health and safety obligations including all and any regulations which are required to comply with any laws, regulations or guidance issued by the Welsh Government, the Westminster Government, local authorities or other statutory bodies relating to public health matters.

- (9) You must co-operate fully with the Landlord and with SRS in complying with all laws, statutes and regulations applying to the Landlord, the Agent or you in respect of the use and occupation of the dwelling, the Flat or the Residence.
- (10) You must inform the University of any change of circumstances as soon as is reasonably possible in respect of any matters which might affect this contract including leaving the Residences, withdrawing from the University or suspending your studies.
- (11) Breach of these conditions by you may result in the Landlord and/or the Agent taking steps to exclude you from the dwelling, Flat or Residence or seeking to obtain a possession order from the Court to end this contract. In any such action, the Landlord and/or the Agent will seek to recover the costs which it incurs from you.

#### 12. Use of the dwelling by the contract-holder BUSINESS USE (S)

You must not carry on or permit any trade or business at the dwelling without the landlord's consent.

#### 13. Visitors (A)

- (1) You must not permit visitors to stay in the dwelling or the Flat or the Residences except that:
  - (a) Visitors (aged 18 years of age or more) may stay in the dwelling up to a maximum of 2 nights at any one time and on no more than 3 occasions per academic term.
  - (b) For students living in single-sex accommodation, visitors staying overnight should be of the same sex.
  - (c) You must not allow minors under the age of 18 years to stay in the dwelling or any part of the Residence.
- (2) You are responsible for the conduct of all visitors(s) invited or otherwise.

#### 14. Parking (A)

You must not park any motor vehicle of any kind (including electrically powered vehicles) on the Campus.

#### 15. Pets (A)

You must not bring into the dwelling, Flat or the Residence any animal, bird, fish, or reptile except assistance dogs which are permitted provided that SRS has been informed of their presence.

#### 16. Permitted occupiers who are not lodgers or sub-holders (S)

You may NOT permit persons who are not lodgers or sub-holders to live in the dwelling as a home.

#### 17. Right to occupy without interference from the landlord (F+)

- (1) The landlord may not, by any act or omission, interfere with your right to occupy the dwelling.
- (2) The landlord does not interfere with your right to occupy the dwelling by reasonably exercising the landlord's rights under this contract.

- (3) The landlord does not interfere with your right to occupy the dwelling because of a failure to comply with repairing obligations (within the meaning of section 100(2) of the Act).
- (4) The landlord is to be treated as having interfered with your right if a person who:
  - (a) acts on behalf of the landlord, or
  - (b) has an interest in the dwelling, or part of it, that is superior to the landlord's interest, interferes with your right by any lawful act or omission.

#### 18. Landlord's right to enter the dwelling Repairs (F+)

- (1) The landlord may enter the dwelling at any reasonable time for the purpose of
  - (a) inspecting its condition and state of repair, or
  - (b) carrying out works or repairs needed in order to comply with the obligations set out terms 27 and 28 of this contract.
- (2) The landlord must give at least 24 hours' notice to you before exercising that right.
- (3) Paragraph (4) of this term applies where
  - (a) the dwelling forms part only of a building, and
  - (b) in order to comply with the obligations, set out in terms 27 and 28 the landlord needs to carry out works or repairs in another part of the building.
- (4) The landlord is not liable for failing to comply with the obligations under terms 27 and 28 if the landlord does not have sufficient rights over that other part of the building to be able to carry out the works or repairs and was unable to obtain such rights after making a reasonable effort to do so.

#### 19. Landlord's right to enter the dwelling repairs to fixtures and fittings (S)

- (1) In circumstances where you have not undertaken the repairs that are your responsibility in accordance with term 26(2) and (3), the landlord may enter the dwelling at any reasonable time for the purpose of carrying out repairs to the fixtures and fittings or other items listed in the inventory or replacing them.

But the landlord must give you at least 24 hours' notice before entering the dwelling.

#### 20. Call-out charges (A)

You will be responsible for any call-out fee or expense incurred by the Landlord or the Agent as a result of failing to allow a contractor to carry out works where reasonable arrangements have been made.

#### 21. Landlord's right to enter the dwelling - Viewings (A)

You must permit the Landlord or SRS to enter the dwelling for the purpose of showing it to prospective contract-holders, at any reasonable time by prior appointment.

#### 22. Landlord's right to enter the dwelling - Emergencies (S)

- (1) In the event of an emergency which results in the landlord needing to enter the dwelling without notice, you must give the landlord immediate access to the dwelling.
- (2) If you do not provide access immediately, the landlord may enter the dwelling without your permission.

- (3) If the landlord enters the dwelling in accordance with paragraph (2) of this term, the landlord must use all reasonable endeavours to notify you that they have entered the dwelling as soon as reasonably practicable after entry.
- (4) For the purposes of paragraph (1) of this term, an emergency includes
  - (a) something which requires urgent work to prevent the dwelling or dwellings in the vicinity from being severely damaged, further damaged or destroyed, and
  - (b) something which if not dealt with by the landlord immediately, would put at imminent risk the health and safety of you, any permitted occupier of the dwelling or other persons in the vicinity of the dwelling.

## **CARE OF THE DWELLING CONTRACT-HOLDER'S RESPONSIBILITIES**

### 23. Duty to take care of the dwelling (S)

- (1) You are not liable for fair wear and tear to the dwelling or to fixtures and fittings within the dwelling but must
  - (a) take proper care of the dwelling, fixtures and fittings within the dwelling and any items listed in any inventory
  - (b) KEEP THE DWELLING CLEAN AND TIDY.
  - (c) keep the dwelling in a state of reasonable decorative order.
  - (d) not remove any fixtures and fittings or any items listed in any inventory from the dwelling without the consent of the landlord,
  - (e) not keep anything in the dwelling that would be a health and safety risk to you, any permitted occupier, any persons visiting the dwelling or any persons residing in the vicinity of the dwelling.

### 24. Duty to take care of the dwelling Cont. (A)

- (1) You must not alter, cause, add to or do anything which may cause damage to any part of the Residence, the Flat or the dwelling, any Common Parts, and any Contents, including but not limited to:
  - (a) Tampering with any firefighting equipment, electrical installation, or machinery.
  - (b) Causing a fire risk or in any way put the health and safety or security of others at risk.
  - (c) Putting anything harmful or which is likely to cause blockage in any pipes or drains.
  - (d) Remove anything from, affix to, change, damage or attempt to repair the structure or decorative finish.
- (2) The Landlord or SRS is entitled, at your expense, to remove from any part of the Residence any article, object or piece of equipment which constitutes an obstruction, fire or health and safety risk. Items will, if requested (unless perishable), be returned to you at the end of the contract.

### 25. Duty to care for the Contents and Common Parts (A)

- (1) You must keep the Contents and (jointly with other residents) the Common Parts and the Residences Common Parts in a clean, tidy, and safe condition and free from obstruction.

- (2) You must pay for any of the any of the Contents which are damaged or removed in accordance with the Residences Regulations.
- (3) You must not bring additional furniture into the dwelling, Flat or Residence and comply with the Residences Regulations regarding any equipment brought into the dwelling or Flat.

#### 26. Duty to notify landlord of defect or disrepair (S)

- (1) You must report to SRS any defect, damage or want of repair or failure of the services or in respect of anything which the landlord is required to repair under the terms of this contract as soon as practicable and, in any event, within 24 hours of becoming aware of it.
- (2) You must notify the landlord as soon as reasonably practicable of any fault, defect, damage, or disrepair which you reasonably believe is the landlord's responsibility.
- (3) Where you reasonably believe that any fault, defect, damage or disrepair to the fixtures and fittings or items listed in any inventory is not the landlord's its YOUR responsibility, you must, within a reasonable period of time, carry out repairs to such fixtures and fittings or other items listed in any inventory, or replace them.
- (4) The circumstances in which paragraph (2) of this term applies include where the fault, defect, damage, or disrepair has occurred wholly or mainly because of an act or omission amounting to a lack of care by you, any permitted occupier or any person visiting the dwelling.

### **CARE OF THE DWELLING LANDLORD'S OBLIGATIONS**

#### 27. Landlord's obligation: fitness for human habitation (F+)

- (1) The landlord must ensure that the dwelling is fit for human habitation
  - (a) on the occupation date of this contract, and
  - (b) for the duration of this contract.
- (2) The reference to the dwelling in paragraph (1) of this term includes, if the dwelling form's part only of a building, the structure and exterior of the building and the common parts.

#### 28. Landlord's obligation to keep a dwelling in repair (F+)

- (1) The landlord must
  - (a) keep in repair the structure and exterior of the dwelling (including drains, gutters, and external pipes), and
  - (b) keep in repair and proper working order the service installations in the dwelling.
- (2) If the dwelling forms part only of a building, the landlord must
  - (a) keep in repair the structure and exterior of any other part of the building (including drains, gutters, and external pipes) in which the landlord has an estate or interest, and
  - (b) keep in repair and proper working order a service installation which directly or indirectly serves the dwelling, and which either

- (i) forms part of any part of the building in which the landlord has an estate or interest, or
  - (ii) is owned by the landlord or is under the landlord's control.
- (3) The standard of repair required by paragraphs (1) and (2) of this term is that which is reasonable having regard to the age and character of the dwelling, and the period during which the dwelling is likely to be available for occupation as a home.
- (4) In this contract, “service installation” means an installation for the supply of water, gas, or electricity, for sanitation, for space heating or for heating water.

29. Further landlord obligations in relation to terms 27 and 28 (F+)

- (1) The landlord must make good any damage caused by works and repairs carried out in order to comply with the landlord's obligations under terms 27 and 28.
- (2) The landlord may not impose any obligation on you in the event of you enforcing or relying on the landlord's obligations under terms 27 and 28.

30. Limits on landlord obligations in relation to terms 27 and 28: General (F+)

- (1) Term 27(1) does not impose any liability on the landlord in respect of a dwelling which the landlord cannot make fit for human habitation at reasonable expense.
- (2) The landlord's obligations under terms 27(1) and 28(1) do not require the landlord
  - (a) to keep in repair anything which you are entitled to remove from the dwelling, or
  - (b) to rebuild or reinstate the dwelling or any part of it, in the case of destruction or damage by a relevant cause.
- (3) If the dwelling forms part only of a building, the landlord's obligation under terms 27(1) and 28(2) do not require the landlord to rebuild or reinstate any other part of the building in which the landlord has an estate or interest, in the case of destruction or damage by a relevant cause.
- (4) Relevant causes for the purpose of paragraphs (2)(b) and (3) of this term, are fire, storm, flood, or other inevitable accident.
- (5) Term 28(2) does not require the landlord to carry out works or repairs unless the disrepair or failure to keep in proper working order affects your enjoyment of
  - (a) the dwelling, or the common parts that you are entitled to use under this contract.

31. Limits on landlord obligations in relation to terms 27 and 28: contract-holder's fault (F+)

- (1) Term 27(1) does not impose any liability on the landlord if the dwelling is unfit for human habitation wholly or mainly because of an act or omission (including an act or omission amounting to lack of care) by you or a permitted occupier of the dwelling.
- (2) The landlord is not obliged by term 28(1) or (2) to carry out works or repairs if the disrepair, or the failure of a service installation to be in working order, is wholly or mainly attributable to lack of care by you or a permitted occupier of the dwelling.
- (3) “Lack of care” means a failure to take proper care

- (a) of the dwelling, or
  - (b) if the dwelling forms part only of a building, of the common parts that you are entitled to use under this contract
- (4) THE COST OF REPAIR MUST BE MET BY YOU (ANY EXCESS ON THE INSURANCES BEING PAYABLE BY YOU).

### 32. Limits on landlord obligations in relation to terms 27 and 28: notice (F+)

- (1) The landlord's obligations under term 27(1)(b) and under term 28(1) and (2) do not arise until the landlord (or in the case of joint landlords, any one of them) becomes aware that works or repairs are necessary.
- (2) The landlord complies with the obligations under term 27(1)(b) and under term 28(1) and (2) if the landlord carries out the necessary works or repairs within a reasonable time after the day on which the landlord becomes aware that they are necessary.
- (3) If
  - (a) the landlord (the "old landlord") transfers the old landlord's interest in the dwelling to another person (the "new landlord"); and
  - (b) the old landlord (or where two or more persons jointly constitute the old landlord, any one of them) is aware before the date of the transfer that works or repairs are necessary in order to comply with term 27(1) or 28(1) or (2), the new landlord is to be treated as becoming aware of the need for those works or repairs on the date of the transfer, but not before.

### 33. Rights of permitted occupiers (F+)

- (1) A permitted occupier who suffers personal injury, or loss of or damage to personal property, as a result of the landlord failing to comply with term 27 or 28, may enforce the term in question in his or her own right by bringing proceedings in respect of the injury, loss or damage.
- (2) But a permitted occupier who is a lodger or sub-holder may do so only if the lodger is allowed to live in the dwelling, or the sub-occupation contract is made, in accordance with this contract.

### 34. Insurance (A)

- (1) The Landlord will provide the insurances.

## **MAKING CHANGES TO THE DWELLING OR UTILITIES**

### 35. Changes to the dwelling (S)

- (1) You must not make any alteration to the dwelling without the consent of the landlord.
- (2) For the purposes of paragraph (1) of this term, "alteration" includes:
  - (a) any addition to or alteration of the fixtures and fittings in the dwelling,
  - (b) the erection of an aerial or satellite dish,

- (c) the erection, removal, or structural alteration to sheds, garages or any other structures in the dwelling, and
- (d) the carrying out of external decoration to the dwelling.

### 36. Changes to the provision of utilities to the dwelling (S)

- (1) You may NOT change any of the suppliers to the dwelling of
  - (a) electricity, gas or other fuel or water (including sewerage) services.
  - (b) telephone, internet, cable television or satellite television services.
- (2) You must inform the landlord as soon as reasonably practicable of any changes made pursuant to paragraph (1) of this term.
- (3) Unless the landlord consents, you must not
  - (a) leave the dwelling at the end of the contract, without a supplier of electricity, gas, or other fuel (if applicable) or water (including sewerage) services, unless these utilities were not present at the dwelling on the occupation date.
  - (b) stall or remove, or arrange to have installed or removed, any specified service installations at the dwelling.
- (4) For the purposes of paragraph (3)(b) of this term, “specified service installations” means an installation for the supply of water, gas, electricity, or other fuel (if applicable) for sanitation, for space heating or for heating water.

## **SECURITY AND SAFETY OF THE DWELLING: CONTRACT-HOLDER'S RESPONSIBILITIES**

### 37. Security of the dwelling unoccupied periods (S)

If you become aware that the dwelling has been or will be unoccupied for 28 or more consecutive days, you must notify the landlord **IN WRITING** as soon as reasonably practicable.

### 38. Security of the dwelling locks (S)

- (1) You must take reasonable steps to ensure the dwelling is secure.
- (2) You may NOT change any lock on the external or internal doors of the dwelling provided that any such changes provide no less security than that previously in place.
- (3) If any change made under paragraph (2) of this term results in a new key being needed to access the dwelling or any part of the dwelling, you must notify the landlord as soon as reasonably practicable of any change and make available to the landlord a working copy of the new key.
- (4) You must look after the keys and all other access devices for the dwelling, the Flat and the Residence. If you fail to do so, you are responsible for the reasonable costs incurred in replacing them.

## **CREATING A SUB-TENANCY OR SUB-LICENCE, TRANSFERRING THE CONTRACT, OR TAKING OUT A MORTGAGE**

### 39. Permissible forms of dealing (F+)

- (1) You may not deal with this contract, the dwelling, or any part of the dwelling except
  - (a) in a way permitted by this contract, or
  - (b) in accordance with a family property order (see section 251 of the Act).
- (2) A joint contract-holder may not deal with his or her rights and obligations under this contract (or with this contract, the dwelling, or any part of the dwelling), except
  - (a) in a way permitted by this contract, or
  - (b) in accordance with a family property order.
- (3) If you do anything in breach of paragraph (1) of this term, or a joint contract-holder does anything in breach of paragraph (2) of this term
  - (a) the transaction is not binding on the landlord, and
  - (b) you or a joint contract-holder are in breach of this contract (despite the transaction not being binding on the landlord).
- (4) “Dealing” includes
  - (a) creating a tenancy or creating a licence which confers the right to occupy the dwelling.
  - (b) transferring.
  - (c) mortgaging or otherwise charging.

### 40. Sharing, sub-letting, and transferring the dwelling (A)

- (1) You must not share, sub-let, or transfer occupancy of the dwelling to any person.
- (2) You must obtain the written permission of SRS if you want to swap rooms with another student and must obtain that permission before changing rooms.

### 41. Permitting lodgers (F+)

You must not allow persons to live in the dwelling as lodgers without the landlord's consent.

## **PROVISIONS ABOUT JOINT CONTRACT-HOLDERS**

### 42. Provisions about adding a joint contract-holder (F+)

- (1) You, as the contract-holder under this contract, and another person may, with the consent of the landlord, make that person a joint contract-holder under this contract.
- (2) If a person is made a joint contract-holder under this term, he or she becomes entitled to all the rights and subject to all the obligations of a contract-holder under this contract from the day on which he or she becomes a joint contract-holder.

### 43. Joint contract-holder ceasing to be a party to a contract survivorship (F)

- (1) If a joint contract-holder under this contract dies, or ceases to be a party to this contract for some other reason, from the time he or she ceases to be a party the remaining joint contract-holders are
  - (a) fully entitled to all the rights under this contract, and

- (b) liable to perform fully every obligation owed to the landlord under this contract.
- (2) The joint contract-holder is not entitled to any right or liable to any obligation in respect of the period after he or she ceases to be a party to this contract.
- (3) Nothing in paragraph (1) or (2) of this term removes any right or waives any liability of the joint contract-holder accruing before he or she ceases to be a party to this contract.
- (4) This term does not apply where a joint contract-holder ceases to be a party to this contract because his or her rights and obligations under this contract are transferred in accordance with this contract.

## **TERMINATION OF CONTRACT GENERAL**

### **44. Permissible termination etc. (F)**

- (1) This contract may be ended only in accordance with
  - (a) the fundamental terms of this contract which incorporate fundamental provisions set out in Part 9 of the Act, or other terms included in this contract in accordance with Part 9 these are terms 44 to 47, 50 to 60 and term 68, or
  - (b) any enactment, such as an Act of Senedd Cymru or an Act of Parliament or regulations made by the Welsh Ministers.
- (2) Nothing in this term affects
  - (a) any right of the landlord or contract-holder to rescind this contract, or
  - (b) the operation of the law of frustration.

### **45. Termination by agreement (F+)**

- (1) If the landlord and you agree to end this contract, this contract ends
  - (a) when you give up possession of the dwelling in accordance with what you agree with the landlord, or
  - (b) if you do not give up possession and a substitute occupation contract is made, immediately before the occupation date of the substitute occupation contract.
- (2) An occupation contract is a substitute contract if
  - (a) it is made in respect of the same (or substantially the same) dwelling as the original contract, and
  - (b) you were also the contract-holder under the original contract.

### **46. Repudiatory breach by landlord (F+)**

If the landlord commits a repudiatory breach of contract and you give up possession of the dwelling because of that breach, this contract ends when you give up possession of the dwelling.

### **47. Death of a sole contract-holder (F)**

- (1) If you are the sole contract-holder, this contract ends
  - (a) one month after your death, or
  - (b) if earlier, when the landlord is given notice of your death by the authorised persons.

- (2) The authorised persons are
  - (a) your personal representatives, or
  - (b) the permitted occupiers of the dwelling aged 18 and over (if any) acting together.
- (3) This contract does not end if under section 74 (persons qualified to succeed) of the Act, one or more persons are qualified to succeed you.
- (4) This contract does not end if, at your death, a family property order has effect which requires the contract to be transferred to another person.
- (5) If, after your death, the family property order ceases to have effect and there is no person qualified to succeed you, this contract ends
  - (a) when the order ceases to have effect, or
  - (b) if later, at the time this contract would end under paragraph (1) of this term.

#### 48. Contract-holders' obligations at the end of the contract (S)

- (1) When you vacate the dwelling at the end of this contract, you must
  - (a) remove from the dwelling all property belonging
    - (i) to you, or
    - (ii) to any permitted occupier who is not entitled to remain in occupation of the dwelling,
  - (b) return any property belonging to the landlord to the position that property was in on the occupation date,
  - (c) return to the landlord all keys which enable access to the dwelling, which were held during the term of the contract by you or any permitted occupier who is not entitled to remain in occupation of the dwelling
  - (d) RETURN THE DWELLING AND THE DWELLING CONTENTS TO SRS IN A CLEAN AND TIDY CONDITION
  - (e) ENSURE THAT ALL FRIDGES AND CUPBOARDS ARE CLEAN AND ALL PERISHABLE GOODS PROPERLY DISCARDED.
- (2) if your possessions are left in the dwelling or any part of the residences after the end of this contract the landlord is entitled to treat them as abandoned and you agree that they can be removed and disposed of by the landlord. You agree that the landlord is not obliged to store the goods for any period of time before it disposes of them. The landlord will act reasonably and in accordance with applicable law when dealing with any items left behind.

#### 49. Repayment of rent or other consideration (S)

The landlord must repay, within a reasonable time of the end of this contract, to you any pre-paid rent or other consideration which relates to any period falling after the date on which this contract ends.

#### Termination by contract-holder

#### 50. Early termination by contract-holder (F+)

This is a fixed-term standard occupation contract. Early termination is not permitted except where allowed by law or where the landlord agrees to a release in accordance with this contract

- (1) You may end this contract at any time before the earlier of
  - (a) the landlord giving you a written statement of this contract under term 63(1), or
  - (b) the occupation dates.
- (2) To end this contract under paragraph (1) of this term, you must give a notice to the landlord stating that you are ending this contract.
- (3) On giving the notice to the landlord, you
  - (a) cease to have any liability under this contract, and
  - (b) become entitled to the return of any deposit, rent or other consideration given to the landlord in accordance with this contract.

#### 51. Termination of the contract with joint contract holders (F+)

If there are joint contract-holders under this contract, this contract cannot be ended by the act of one or more of the joint contract-holders acting without the other joint contract-holder or joint contract-holders.

### **TERMINATION BY THE LANDLORD: POSSESSION CLAIMS AND POSSESSION NOTICES**

#### 52. Possession claims (F)

The landlord may make a claim to the court for recovery of possession of the dwelling from you (“a possession claim”) only in the circumstances set out in Chapters 3 and 5 of Part 9 of the Act which are set out in terms 54 to 59 and 68.

#### 53. Possession notices (F+)

- 1) This term applies in relation to a possession notice which the landlord is required to give to you under any of the following terms before making a possession claim
  - (a) term 55 (in relation to a breach of contract by a contract-holder).
  - (b) term 57 (in relation to estate management grounds).
  - (c) term 59 (in relation to serious rent arrears).
- (2) The notice must (in addition to specifying the ground on which the claim will be made)
  - (a) state the landlord's intention to make a possession claim,
  - (b) give particulars of the ground for seeking possession, and
  - (c) state the date after which the landlord is able to make a possession claim.

## **TERMINATION BY LANDLORD: GROUNDS FOR MAKING A POSSESSION CLAIM.**

### **54. Breach of contract (F+)**

- (1) If you breach this contract, the landlord may make a possession claim on that ground.
- (2) Section 209 of the Act provides that the court may not make an order for possession on that ground unless it considers it reasonable to do so (and reasonableness is to be determined in accordance with Schedule 10 to the Act).

### **55. Restrictions on making a possession claim in relation to a breach of contract (F+)**

- (1) Before making a possession claim on the ground in term 54, the landlord must give you a possession notice specifying that ground.
- (2) The landlord may make a possession claim in reliance on a breach of term 10 (anti-social behaviour and other prohibited conduct) on or after the day on which the landlord gives you a possession notice specifying a breach of that term.
- (3) The landlord may not make a possession claim in reliance on a breach of any other term of this contract before the end of the period of one month starting with the day on which the landlord gives you a possession notice specifying a breach of that term.
- (4) In either case, the landlord may not make a possession claim after the end of the period of six months starting with the day on which the landlord gives you the possession notice.

### **56. Estate management grounds (F+)**

- (1) The landlord may make a possession claim on one or more of the estate management grounds.
- (2) The estate management grounds (which are set out in Part 1 of Schedule 8 to the Act) are included in the Annex to this contract.
- (3) Section 210 of the Act provides that the court may not make an order for possession on an estate management ground unless
  - (a) it considers it reasonable to do so (and reasonableness is to be determined in accordance with Schedule 10 to the Act), and
  - (b) it is satisfied that suitable alternative accommodation (what is suitable is to be determined in accordance with Schedule 11 to the Act) is available to you (or will be available to you when the order takes effect).
- (4) If the court makes an order for possession on an estate management ground (and on no other ground), the landlord must pay to you a sum equal to the reasonable expenses likely to be incurred by you in moving from the dwelling.
- (5) Paragraph (4) of this term does not apply if the court makes an order for possession on Ground A or B (the redevelopment grounds) of the estate management grounds (and on no other ground).

### **57. Restrictions on making a possession claim under term 56 (estate management grounds) (F+)**

- (1) Before making a possession claim on an estate management ground, the landlord must give you a possession notice specifying that ground.
- (2) The landlord may not make the claim
  - (a) before the end of the period of one month starting with the day on which the landlord gives you the possession notice, or
  - (b) after the end of the period of six months starting with that day.
- (3) If a redevelopment scheme is approved under Part 2 of Schedule 8 to the Act subject to conditions, the landlord may give you a possession notice specifying estate management Ground B before the conditions are met.
- (4) The landlord may not give you a possession notice specifying estate management Ground G (accommodation not required by successor)
  - (a) before the end of the period of six months starting with the day on which the landlord (or in the case of joint landlords, any one of them) became aware of the previous contract-holder's death, or
  - (b) after the end of the period of twelve months starting with that day.
- (5) The landlord may not give you a possession notice specifying estate management Ground H (departing joint contract-holder) after the end of the period of six months starting with the day on which the joint contract-holder's rights and obligations under this contract ended.

#### 58. Serious Rent Arrears (F+)

- (1) If you are seriously in arrears with your rent, the landlord may on that ground make a possession claim.
- (2) You are seriously in arrears with your rent:
  - (a) where the rental period is a week, a fortnight, or four weeks, if at least eight weeks' rent is unpaid.
  - (b) where the rental period is a month, if at least two months' rent is unpaid.
  - (c) where the rental period is a quarter, if at least one quarter's rent is more than three months in arrears.
  - (d) where the rental period is a year, if at least 25% of the rent is more than three months in arrears
- (3) Section 216 of the Act provides that the court must (subject to any available defence based on your Convention rights) make an order for possession of the dwelling if it is satisfied that you:
  - (a) were seriously in arrears with your rent on the day on which the landlord gave you the possession notice and are seriously in arrears with your rent on the day on which the court hears the possession claim.

#### 59. Restrictions on making a possession claim under term 58 (serious rent arrears) (F+)

- (1) Before making a possession claim on the ground in term 58, the landlord must give you a possession notice specifying that ground.
- (2) The landlord may not make the claim:
  - (a) before the end of the period of 14 days starting with the day on which the landlord gives you the possession notice, or
  - (b) after the end of the period of six months starting with that day.

## **COURT'S ORDER FOR POSSESSION**

### **60. Effect of order for possession (F+)**

- (1) If the court makes an order requiring you to give up possession of the dwelling on a date specified in the order, this contract ends
  - (a) if you give up possession of the dwelling on or before that date, on that date,
  - (b) if you give up possession of the dwelling after that date but before the order for possession is executed, on the day on which you give up possession of the dwelling,or
  - (c) if you do not give up possession of the dwelling before the order for possession is executed, when the order for possession is executed.
- (2) Paragraph (3) of this term applies if
  - (a) it is a condition of the order that the landlord must offer a new contract in respect of the same dwelling to one or more joint contract-holders (but not all of them), and
  - (b) that joint contract-holder (or those joint contract-holders) continues to occupy the dwelling on and after the occupation date of the new contract.
- (3) This contract ends immediately before the occupation date of the new contract.

## **VARIATION**

### **61. Variation (F except 61(1)(a) which is F+)**

- (1) This contract may not be varied except
  - (a) by agreement with you and your landlord; or
  - (b) by or as a result of an enactment such as an Act of Senedd Cymru or an Act of Parliament or regulations made by the Welsh Ministers.
- (2) A variation of this contract (other than by or as a result of any enactment) must be in accordance with term 62.

### **62. Limitation on variation (F)**

- (1) A fundamental term of this contract set out in paragraph (2) of this term may not be varied (except by or as a result of an enactment such as an Act of Senedd Cymru or an Act of Parliament or regulations made by the Welsh Ministers).

- (2) The fundamental terms to which paragraph (1) of this term applies are
- (a) term 9 (requirement to use deposit scheme),
  - (b) term 10 (anti-social behaviour and other prohibited conduct),
  - (c) term 43 (joint contract-holder ceasing to be a party to the occupation contract),
  - (d) term 44 (permissible termination),
  - (e) term 47 (death of sole contract-holder),
  - (f) term 52 (possession claims),
  - (g) term 61(1)(b) and (2),
  - (h) this term, and
  - (i) term 68 (false statement - inducing landlord to make contract to be treated as breach of conduct).
- (3) A variation of any other fundamental term (other than by or as a result of an enactment such as an Act of Senedd Cymru or an Act of Parliament or regulations made by the Welsh Ministers) is of no effect
- (a) unless as a result of the variation
    - (i) the fundamental provision which the term incorporates is incorporated without modification, or
    - (ii) the fundamental provision which the term incorporates is not incorporated or is incorporated with modification, but the effect of this is that your position is improved.
  - (b) if the variation (regardless of whether it is within paragraph (3)(a) of this term) would render the fundamental term incompatible with a fundamental term which incorporates a fundamental provision to which paragraph (2) of this term applies.
- (4) A variation of a term of a secure contract is of no effect if it would render any term of this contract incompatible with a fundamental term (unless that fundamental term is also varied in accordance with this term in a way that would avoid the incompatibility).
- (5) Paragraph (4) of this term does not apply to a variation made by or as a result of an enactment.

## **WRITTEN STATEMENTS AND INFORMATION PROVIDED BY LANDLORD.**

### **63. Written statements (F+)**

- (1) The landlord must give you a written statement of the contract before the end of the period of 14 days starting with the occupation date.
- (2) If there is a change in the identity of the contract-holder, the landlord must give the new contract-holder a written statement of the contract before the end of the period of 14 days starting with
  - (a) the day on which the identity of the contract-holder changes, or
  - (b) if later, the day on which the landlord (or in the case of joint landlords, any one of them) becomes aware that the identity of the contract-holder has changed.
- (3) The landlord may not charge a fee for providing a written statement under paragraph (1) or (2) of this term.

- (4) You may request a further written statement of the contract at any time.
- (5) The landlord may charge a reasonable fee for providing a further written statement.
- (6) The landlord must give you the further written statement before the end of the period of 14 days starting with
  - (a) the day of the request, or
  - (b) if the landlord charges a fee, the day on which you pay the fee.

#### 64. Written statement of variation (F+)

- (1) If this contract is varied the landlord must, before the end of the relevant period, give you
  - (a) a written statement of the term or terms varied, or
  - (b) a written statement of the occupation contract as varied,
- (2) The relevant period is the period of 14 days starting with the day on which this contract is varied.
- (3) The landlord may not charge a fee for providing a written statement under paragraph (1) of this term.

#### 65. Provision of information by landlord about the landlord (F+)

- (1) The landlord must, before the end of the period of 14 days starting with the occupation date, give you notice of an address to which you may send documents that are intended for the landlord.
- (2) If there is a change in the identity of the landlord, the new landlord must, before the end of the period of 14 days starting with the day on which the new landlord becomes the landlord, give you notice of the change in identity and of an address to which you may send documents that are intended for the new landlord.
- (3) If the address to which you may send documents that are intended for the landlord changes, the landlord must, before the end of the period of 14 days starting with the day on which the address changes, give you notice of the new address.

#### 66. Compensation for breach of term 65 (F+)

- (1) If the landlord fails to comply with an obligation under term 65, the landlord is liable to pay you compensation under section 87 of the Act.
- (2) The compensation is payable in respect of the relevant date and every day after the relevant date until
  - (a) the day on which the landlord gives the notice in question, or
  - (b) if earlier, the last day of the period of two months starting with the relevant date.
- (3) Interest on the compensation is payable if the landlord fails to give you the notice on or before the day referred to in paragraph (2)(b) of this term.

- (4) The interest starts to run on the day referred to in paragraph (2)(b) of this term, at the rate prevailing under section 6 of the Late Payment of Commercial Debts (Interest) Act 1998 at the end of that day.
- (5) The relevant date is the first day of the period before the end of which the landlord was required to give the notice.

#### 67. Inventory (S)

- (1) ON CHECKING INTO THE DWELLING, YOU MUST REPORT VIA THE ONLINE INVENTORY ANY CONCERNS IN RESPECT OF THE DWELLING AND/OR THE DWELLING CONTENTS TO THE LANDLORD WITHIN 7 DAYS.
- (2) The landlord must provide you with an inventory in relation to the dwelling no later than the date by which the landlord must provide you with the written statement of this contract in accordance with term 63.
- (3) The inventory must set out the dwelling's contents, including all fixtures and fittings and must describe their condition as at the occupation date.
- (4) If you disagree with the information within the inventory, you may provide comments to the landlord.
- (5) Where no comments are received by the landlord within 14 days, the inventory is deemed accurate.
- (6) Where comments are received by the landlord within 14 days, the landlord must either
  - (a) amend the inventory in accordance with those comments and send the amended inventory to you, or
  - (b) inform you that the comments are not agreed, and re-send the original inventory to you, with the comments attached to a copy of the inventory, or
  - (c) amend the inventory in accordance with some of the comments and send the amended inventory to you, together with a record of the comments which have not been agreed

#### OTHER MATTERS

#### 68. False statement inducing landlord to make contract to be treated as breach of conduct (F)

- (1) If the landlord is induced to make this contract by means of a relevant false statement
  - (a) you are to be treated as being in breach of this contract, and
  - (b) the landlord may accordingly make a possession claim on the ground in term 52 (breach of contract).
- (2) A relevant false statement is one which is made knowingly or recklessly by
  - (a) you, or
  - (b) another person acting at your instigation.

#### 69. Forms of notices etc. (F+)

- (1) Any notice, statement or other document required or authorised to be given or made by this contract must be in writing.
- (2) Sections 236 and 237 of the Act make further provision about form of notices and other documents, and about how to deliver or otherwise give a document required or authorised to be given to a person by or because of the Act.
- (3) ANY NOTICE SERVED ON THE LANDLORD SHOULD BE COPIED TO SRS AND SENT TO SRS ATACCOMMODATION@SWANSEA.AC.UK.

#### 70. Passing notices etc. to the landlord (S)

- (1) You must:
  - (a) keep safe any notices, orders or other documents delivered to the dwelling addressed to the landlord specifically or the owner generally, and
  - (b) as soon as is reasonably practicable, give the original copies of any such notices, orders, or other documents to the landlord.

#### 71. Costs (A)

The Landlord will seek to recover from you its costs and expenses (including those incurred on its behalf by the Agent) in connection with any legal proceedings.

#### 72. Data Protection (A)

- (1) You hereby authorise the Landlord and the Agent to use your personal data for all lawful purposes in connection with this contract (including debt recovery, crime prevention, allocating rooms or where there is a serious risk of harm to you or others or the Landlord's property) or for any other matters allowed by law.
- (2) The Landlord, Agent and SRS agree not to disclose personal information obtained from you, except as permitted by this contract or the Residences Regulations or in accordance with the law where there is a serious risk of harm to you, to others or to the Residence or other property belonging to the Landlord. Except where you have given your permission on the Emergency contact details upon application.

#### 73. Complaints (A)

- (1) The Agent will provide a full complaints procedure regarding accommodation, maintenance, and service provision.
- (2) Residential Services complaints procedure is set out [here](#)

#### 74. Cancellation Policy (A)

- (1) You will be entitled to be released early from the contract with the written consent of SRS if one of the following conditions apply: -

- (a) The student does not commence their course at the University.
- (b) The student is suspended from studying at the University.
- (c) The student withdraws from studying at the university

and has: -

- (a) Submitted to the University a Release from Accommodation Request Form.
- (b) Obtained confirmation from the Academic Registry that they are Withdrawing/Suspending studies.
- (c) You will have 6 weeks from submission of the form to depart your accommodation. This will allow you to stay in the accommodation to arrange future accommodation/travel plans.

SAMPLE

## ANNEX A - ESTATE MANAGEMENT GROUNDS

### REDEVELOPMENT GROUNDS

#### 17) Ground A (building works)

The landlord intends, within a reasonable time of obtaining possession of the dwelling

(a) to demolish or reconstruct the building or part of the building comprising the dwelling, or

(b) to carry out work on that building or on land treated as part of the dwelling,

and cannot reasonably do so without obtaining possession of the dwelling.

#### 18) Ground B (redevelopment schemes)

#### 19) This ground arises if the dwelling satisfies the first condition or the second condition

20) The first condition is that the dwelling is in an area which is the subject of a redevelopment scheme approved in accordance with Part 2 of this Schedule, and the landlord intends within a reasonable time of obtaining possession to dispose of the dwelling in accordance with the scheme.

21) The second condition is that part of the dwelling is in such an area and the landlord intends within a reasonable time of obtaining possession to dispose of that part in accordance with the scheme, and for that purpose reasonably requires possession of the dwelling.

### SPECIAL ACCOMMODATION GROUNDS

#### 3) Ground C (charities)3.

22) The landlord is a charity and the contract-holder's continued occupation of the dwelling would conflict with the objects of the charity

23) But this ground is not available to the landlord ("L") unless, at the time the contract was made and at all times after that, the person in the position of landlord (whether L or another person) has been a charity.

24) In this paragraph "charity" has the same meaning as in the Charities Act 2011 (c. 25) (see section 1 of that Act).

25) The dwelling has features which are substantially different from those of ordinary dwellings and which are designed to make it suitable for occupation by a physically disabled person who requires accommodation of a kind provided by the dwelling and -

(a) there is no longer such a person living in the dwelling, and

(b) the landlord requires the dwelling for occupation by such a person (whether alone or with members of that person's family).

#### 4) Ground E (housing associations and housing trusts: people difficult to house)

5. (1) The landlord is a housing association or housing trust which makes dwellings available only for occupation (whether alone or with others) by people who are difficult to house, and

(a) either there is no longer such a person living in the dwelling or a local housing authority has offered the contract-holder a right to occupy another dwelling under a secure contract, and

(b) the landlord requires the dwelling for occupation by such a person (whether alone or with members of that person's family).

(2) A person is difficult to house if that person's circumstances (other than financial circumstances) make it especially difficult for him or her to satisfy his or her need for housing.

26) Ground F (groups of dwellings for people with special needs)

6. The dwelling constitutes part of a group of dwellings which it is the practice of the landlord to make available for occupation by persons with special needs and -

(a) a social service or special facility is provided in close proximity to the group of dwellings in order to assist persons with those special needs,

(b) there is no longer a person with those special needs living in the dwelling, and

(c) the landlord requires the dwelling for occupation by a person who has those special needs (whether alone or with members of his or her family).

## UNDER-OCCUPATION GROUNDS

Ground G (reserve successors)

7. The contract-holder succeeded to the occupation contract under section 73 as a reserve successor (see sections 76 and 77), and the accommodation comprised in the dwelling is more extensive than is reasonably required by the contract-holder.

Ground H (joint contract-holders)

8. (1) This ground arises if the first condition and the second condition are met.

(2) The first condition is that a joint contract-holder's rights and obligations under the contract have been ended in accordance with -

(a) section 111, 130 or 138 (withdrawal), or

(b) section 225, 227 or 230 (exclusion).

(3) The second condition is that -

(a) the accommodation comprised in the dwelling is more extensive than is reasonably required by the remaining contract-holder (or contract-holders), or

(b) where the landlord is a community landlord, the remaining contract-holder does not (or the remaining contract-holders do not) meet the landlord's criteria for the allocation of housing accommodation.

## OTHER ESTATE MANAGEMENT REASONS

Ground I (other estate management reasons)

9. (1) This ground arises where it is desirable for some other substantial estate management reason that the landlord should obtain possession of the dwelling.
- (2) An estate management reason may, in particular, relate to -
- (a) all or part of the dwelling, or
  - (b) any other premises of the landlord to which the dwelling is connected, whether by reason of proximity or the purposes for which they are used, or in any other manner.

#### Ground A (building works)

The landlord intends, within a reasonable time of obtaining possession of the dwelling

- (a) to demolish or reconstruct the building or part of the building comprising the dwelling, or
- (b) to carry out work on that building or on land treated as part of the dwelling, and cannot reasonably do so without obtaining possession of the dwelling.

#### 27) Ground B (redevelopment schemes)

28) This ground arises if the dwelling satisfies the first condition or the second condition

29) The first condition is that the dwelling is in an area which is the subject of a redevelopment scheme approved in accordance with Part 2 of this Schedule, and the landlord intends within a reasonable time of obtaining possession to dispose of the dwelling in accordance with the scheme.

30) The second condition is that part of the dwelling is in such an area and the landlord intends within a reasonable time of obtaining possession to dispose of that part in accordance with the scheme, and for that purpose reasonably requires possession of the dwelling.

#### SPECIAL ACCOMMODATION GROUNDS

#### 3) Ground C (charities)<sup>3</sup>.

- 1) The landlord is a charity and the contract-holder's continued occupation of the dwelling would conflict with the objects of the charity
- 2) But this ground is not available to the landlord ("L") unless, at the time the contract was made and at all times after that, the person in the position of landlord (whether L or another person) has been a charity.
- 3) In this paragraph "charity" has the same meaning as in the Charities Act 2011 (c. 25) (see section 1 of that Act).
- 4) The dwelling has features which are substantially different from those of ordinary dwellings and which are designed to make it suitable for occupation by a physically disabled person who requires accommodation of a kind provided by the dwelling and -
  - (a) there is no longer such a person living in the dwelling, and
  - (b) the landlord requires the dwelling for occupation by such a person (whether alone or with members of that person's family).

#### 4) Ground E (housing associations and housing trusts: people difficult to house)

5. (1) The landlord is a housing association or housing trust which makes dwellings available only for occupation (whether alone or with others) by people who are difficult to house, and

(a) either there is no longer such a person living in the dwelling or a local housing authority has offered the contract-holder a right to occupy another dwelling under a secure contract, and

(b) the landlord requires the dwelling for occupation by such a person (whether alone or with members of that person's family).

(2) A person is difficult to house if that person's circumstances (other than financial circumstances) make it especially difficult for him or her to satisfy his or her need for housing.

### **Ground F (groups of dwellings for people with special needs)**

6. The dwelling constitutes part of a group of dwellings which it is the practice of the landlord to make available for occupation by persons with special needs and -

(a) a social service or special facility is provided in close proximity to the group of dwellings in order to assist persons with those special needs,

(b) there is no longer a person with those special needs living in the dwelling, and

(c) the landlord requires the dwelling for occupation by a person who has those special needs (whether alone or with members of his or her family).

### **UNDER-OCCUPATION GROUNDS**

#### **Ground G (reserve successors)**

7. The contract-holder succeeded to the occupation contract under section 73 as a reserve successor (see sections 76 and 77), and the accommodation comprised in the dwelling is more extensive than is reasonably required by the contract-holder.

#### **Ground H (joint contract-holders)**

8. (1) This ground arises if the first condition and the second condition are met.

(2) The first condition is that a joint contract-holder's rights and obligations under the contract have been ended in accordance with -

(a) section 111, 130 or 138 (withdrawal), or

(b) section 225, 227 or 230 (exclusion).

(3) The second condition is that -

(a) the accommodation comprised in the dwelling is more extensive than is reasonably required by the remaining contract-holder (or contract-holders), or

(b) where the landlord is a community landlord, the remaining contract-holder does not (or the remaining contract-holders do not) meet the landlord's criteria for the allocation of housing accommodation.

## **OTHER ESTATE MANAGEMENT REASONS**

Ground I (other estate management reasons)

9. (1) This ground arises where it is desirable for some other substantial estate management reason that the landlord should obtain possession of the dwelling.
- (2) An estate management reason may, in particular, relate to -
  - (a) all or part of the dwelling, or
  - (b) any other premises of the landlord to which the dwelling is connected, whether by reason of proximity or the purposes for which they are used, or in any other manner.

## **ANNEX B**

This appendix forms part of the Fixed Term Standard Occupation Contract for Swansea University Residential Services and should be read in conjunction with the main agreement, Residence Regulations, and the Student Charter.

### **1. Data Protection and Privacy**

Residential Services will process your personal data in accordance with the UK General Data Protection Regulation (GDPR) and the Data Protection Act 2018. Your data may be shared with relevant internal departments (e.g. Security, Wellbeing, Estates) or approved external providers (e.g. maintenance contractors) solely for the purposes of managing your accommodation and ensuring health, safety, and welfare. For full details, please refer to the University's Privacy Notice: [www.swansea.ac.uk/about-us/compliance/privacy-notice/](http://www.swansea.ac.uk/about-us/compliance/privacy-notice/)

### **2. Accessibility and Disability Support**

Swansea University is committed to providing inclusive accommodation. If you have a disability, medical condition or other support need, you may be entitled to reasonable adjustments. Please contact the Disability Office or Residential Services as early as possible to discuss your requirements. Adjustments may include adapted rooms, sensory alert systems, or support animals (with prior approval).

### **3. Pastoral and Welfare Support**

Residential Services may refer concerns regarding student welfare, safeguarding, or significant wellbeing issues to the University's Student Support Services. This may include referrals to the Mental Health & Wellbeing team or external support agencies, particularly where there is a concern for safety or risk.

### **4. Digital Access and Acceptable Use**

All University-managed residences provide wireless internet access. Use of this service is subject to the University's Acceptable Use Policy, which prohibits illegal file sharing, offensive content, and cyberbullying. Breaches may result in loss of access or disciplinary action. For full terms, visit: [www.swansea.ac.uk/it-services/acceptableuse/](http://www.swansea.ac.uk/it-services/acceptableuse/)

### **5. Inventory and Disputes**

You must complete and submit your inventory report within 7 days of arrival. If you disagree with any aspect of the inventory or wish to dispute charges related to room condition, please email Residential

Services within 14 days of receiving the final inspection outcome. Supporting evidence (e.g. photographs) may be requested.

#### 6. Student Conduct and Misconduct Procedures

Residential Services operates a tiered disciplinary procedure in line with university policy. Breaches of contract (including antisocial behaviour, substance misuse, or damage) may result in a warning, fine, behavioural agreement, or eviction. Serious breaches may be referred to the University Disciplinary Committee. Full details: <https://myuni.swansea.ac.uk/academic-life/academic-regulations/conduct/>

#### 7. Equality, Diversity and Anti-Harassment

Swansea University has a zero-tolerance approach to harassment, bullying, and discrimination. This includes harassment based on race, gender, sexuality, disability, religion, or nationality. All students are expected to uphold the Dignity at Work and Study policy, available here: [www.swansea.ac.uk/equality-diversity/dignity/](http://www.swansea.ac.uk/equality-diversity/dignity/)

#### 8. Community Behaviour and Quiet Hours

Residents must be mindful of noise and behaviour, particularly between 11:00pm and 8:00am. Persistent disturbance may result in sanctions. Cooperation with Residence Life Officers and Security in resolving disputes is expected. Consideration for others is key to successful communal living.

#### 9. Sustainability and Environmental Responsibility

You are encouraged to support the University's sustainability goals by reducing waste, recycling appropriately, reporting energy/water waste, and engaging with residence sustainability campaigns. For more on how to help: [www.swansea.ac.uk/sustainability/](http://www.swansea.ac.uk/sustainability/)

Ref: Bay

FORM RHW2

### NOTICE OF LANDLORD'S ADDRESS

This form is for use by a landlord to give notice to a contract-holder under section 39(1) of the Renting Homes (Wales) Act 2016 of an address to which documents intended for the landlord may be sent.

PART A: LANDLORD	
<b>NAME:</b>	UPP (SAC2) Limited
<b>ADDRESS:</b>	UPP (SAC2) Limited, UPP, 1st Floor, 12 Arthur Street, London, EC4R 9AB (landlord)
PART B: CONTRACT-HOLDER(S)	
<b>Name(s):</b>	<SD:FullName>
<b>Student Number:</b>	<SD:StudentID>
PART C: DWELLING ADDRESS	
<b>Campus Name:</b>	<SA:SchemeName>
<b>Room No:</b>	<SA:WebRoomName>
<b>Block Name:</b>	<SA:BlockName>
<b>Hall Name:</b>	<SA:AreaName>
<b>Area Name:</b>	<SA:AreaName>
ADDRESS	
<b>Your room no, block name &amp; hall name (as above)</b>	
Student Accommodation Swansea University Bay Campus Fabian Way Swansea SA1 8EP	
PART D: NOTICE OF LANDLORD'S ADDRESS	
<b>Address:</b> UPP (SAC2) Limited, UPP, 1st Floor, 12 Arthur Street, London, EC4R 9AB (landlord)	

This is the address to which you, the contract-holder(s), may send documents that are intended for the landlord

**PART E: SIGNATURE**

Signed by, or on behalf of, the landlord:

Sarah Morgan	
--------------	--

<b>Sarah Morgan</b>	
---------------------	--

Head of Residential Services,

Swansea University	
--------------------	--

Date: <SD:Today>	
------------------	--

SAMPLE