



Unipol offers the following products to help you let and manage your house and promote the code of Standards if you have signed to it.

## Owners Management Information

### Guidance notes for owners letting to students priced £10.00

These notes cover all aspects of the student market, including information about which students are looking for what accommodation, the type of accommodation they prefer, where they want to live and the level of amenities they expect. In addition these notes provide information on how to manage student accommodation covering health and safety, security, repairs, maintaining the property, the law and property agreements, rent and bills.

### Briefing for owners on trends in the private rented sector in Leeds priced £9.00

In this we explain what the current private rented sector market is in Bradford, factors that may affect this and the intentions of the University of Bradford and Bradford College in terms of recruiting students and their own accommodation stock. We indicate the type of accommodation students choose and the facilities they prioritise when they choose accommodation. You may find this useful information to have in terms of developing your own housing portfolio, setting your rent levels and considering the contractual terms you offer.

## Standard agreements

Unipol has a number of standard agreements, drawn up after consultation with legal experts and reviewed on a regular basis.

### Assured Shorthold Tenancy Agreement priced £1.00

We have produced a standard agreement that you can use when letting your properties. It is specifically designed for student lettings and set out the obligation of each party in the agreement in an easily understandable way. The agreement is recognised by students, welfare agencies and owners alike as offering a fair and straightforward contract at a reasonable price.

### Assured Shorthold Tenancy: Notice requiring possession £1.00

This notice is required to be given to give notice of the end of an Assured Shorthold tenancy.

### Parental Guarantor Form priced £1.00

Although Unipol do not feel it is good practice for owners to ask parents to sign guarantee forms we have had one drawn up by a solicitor, to restrict the parent liability to that of their child's share of the contract.

### Assignment of Tenancy Form priced £1.00

When one tenant leaves your property mid contract and another takes over you should ensure that the correct procedures are followed. By all parties completing and signing this form you can be confident that you are safeguarding the position of all parties.

### Owner Occupier Agreement forms priced £1.00

This agreement is specifically designed owner occupiers letting to students. It allows you to clarify and record what facilities are shared and those that are not, owners obligations and the students obligations.

## Code of Standards Publicity

These products are only available to registered Code of Standards members.

You are given complementary Code of Standards merchandise when you register with the Code each year. You can order additional items dependent on how many properties you have registered with Unipol. To order extra merchandise, complete this form or contact Unipol directly. Students have faith and trust in the Code of Standards. Why not publicise your membership?



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Please return to: **Unipol, The Sports Centre, University of Bradford, Great Horton Road, Bradford, BD7 1DT.**



# Product Order Form

Name of Owner: .....

Registration number: .....

Address.....

.....

Postcode: .....

Telephone number: .....

Email address: .....

**Please send me:**

- Copies of "guidance notes for owners letting to students" £10.00 each
- Copies of "Briefing notes for owners" £9.00 each
- Assured shorthold tenancies £1.00 each
- Assignment of Tenancy Form £1.00
- Assured Shorthold Tenancy: Notice requiring possession £1.00
- Parental Guarantor Form £1.00
- Owner Occupier Agreement forms £1.00
- Code of Standards key rings. Free up to one per bed space registered with Unipol
- Code of Standards yo-yos. Free up to one per bed space registered with Unipol
- Code of standards shop window stickers 6 inch. Free - One per shop window
- Code of standards document stickers 24 per sheet. One additional sheet per owner
- Code of standards property stickers 3 inch inward facing. Free up to one per property

Total cost or items ordered £ \_\_\_\_\_

I wish to pay using the following method:

1) Cheque/Postal Order

Please make cheques payable to 'Unipol Student Homes', writing the cheque guarantee card number and your name and address on the reverse

2) Credit/Debit Card

If paying by credit/debit card please complete the following:

Master card  visa  switch  delta  solo  expiry date: \_\_ / \_\_

Switch card issue no: \_\_\_\_\_ Card No: \_\_\_\_\_

Signature Digits: \_\_\_\_\_ (signature digits are the numbers printed on the back of your card on the signature strip (top right). We only required to collect these in order to complete your transaction)

Name of card holder: \_\_\_\_\_

Signature of card holder: \_\_\_\_\_

Please return to: **Unipol, The Sports Centre, University of Bradford, Great Horton Road, Bradford, BD7 1DT.**