



## TENANCY AGREEMENT

This agreement is made between Bendigo Health Care Group (Bendigo Health) of Lucan Street, Bendigo, the Provider of accommodation on one part and ....., the Tenant, on the other part.

In this Tenancy Agreement, the Tenant must ensure:

1. To maintain the Unit in a clean state as received when entering into this agreement. The Tenant above mentioned will ensure care is taken to avoid damage to the premises. Including but not limited to lighting of candles and other items that would stain walls, floors or cause damage to the premises. Unit cleaning must be maintained by the Tenant including washing dishes, taking out rubbish, cleaning of fridge & bathroom, vacuuming floors & mopping tiled floors.
2. To pay any rental through periodical salary deduction, fees will be charged as per the Schedule of Fees. Bendigo Health reserves the right to charge the tenant a bond for the premises.
3. They review the Atkins Street Accommodation booklet provided in each unit.
4. Any damage to furniture and/or fittings be reported immediately to Accommodation Services – the Tenant is responsible for any costs incurred. Subject to the outcome of the Condition Report to be undertaken by Accommodation Services, the Tenant hereby agrees to and authorises Bendigo Health to invoice the Tenant for the cost of repairs and/or replacement of any furniture and/or fittings damaged during the occupancy of the Tenant and not considered to be fair-wear and tear.
5. To arrange **Contents Insurance** to cover personal belongings, as Bendigo Health does not provide insurance cover.
6. Do not change locks, install fixtures or make additions or alterations (i.e. hanging of pictures/posters).
7. Do not bring in personal furniture.
8. No Pets are permitted in the unit or on this premises.
9. No Smoking inside any Bendigo Health premises and grounds.
10. They shall not assign or sublet any part of the premises.
11. All Bendigo Health property: Electrical Appliances, Utensils, Furniture is not to be removed from the premises.
12. Shall deposit all rubbish including recycling in the bins provided.
13. To seek written prior approval from Bendigo Health if the Tenant wants telephone/internet services within their apartment (Note. A basic internet service is provided to all apartments as part of the rental) . Subject to Bendigo Health approval the Tenant will be responsible for the installation costs, ongoing charges and/or fees for any STD, ISD, Internet connection and usage occurring in the premises hereinbefore described. Furthermore, it is the Tenant's responsibility and cost to arrange disconnection of the service prior to vacating the property.

**\*Please turn over and complete\***

14. Notify Accommodation Services Ph: **5454 9123 or 54548209** upon detecting any faults within the premises or for **Urgent After Hours phone Switchboard and ask to be transferred to the "On Call Engineer" 5454 6000**

**URGENT AFTER HOUR REPAIRS INCLUDE**

Burst Water Service	Blocked Toilet System
Serious Roof Leak	Gas Leak
Dangerous Electrical Fault	Serious Flood Damage

*No work or maintenance is to done without prior authorisation from Accommodation Services.*

15. **Inspection of Bendigo Health Accommodation**

Bendigo Health to provide:

- 24 hours notice to Tenants for access to accommodation.
- Notification if any trade maintenance is to be carried out at the premises.
- Accommodation Services staff shall attend these inspections if Tenant is not home.
- Quartely Unit inspections conducted by Accommodation Services staff ensuring clean state of unit. A notice will be served if unit is not in a clean state and the Tenant will have the responsibility to make good. A second inspection will take place if a notice is served and if not in a clean state Contract Cleaners will be organised and paid for by the tenant to return unit back to clean state.

16. **Check-in and Check-out Times**

Check-in is from 2pm and check-out is 10am. Late check-outs must be approved and arranged with Accommodation Services prior to check-out time.

17. **Vacating the Premises**

The Tenant shall:

- The Tenant shall leave the premises in a clean state as provided to you upon entering into this agreement and undamaged. If premises is not left in a clean state then the Tenant is responsible for additional cleaning costs.
- Return all door access cards to switchboard or Accommodation Services.

I

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Print Full Name

**Have read and agree to these terms and conditions for my ongoing use of the property described above. I acknowledge that I am liable for any costs incurred and may have accommodation withdrawn if I do not comply with these conditions.**

**Signed:**

**Date:**

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