

Your Lease

Understanding your lease

The lease is simply a long term tenancy which gives you the right to occupy the property for a period of time. The time or 'term' is set out in the lease and is usually for a period of 99 to 125 years. The term diminishes over time and if the term falls below 80 years you may wish to consider extending the term of your lease.

The lease sets out the contractual responsibilities for both parties. These include the use and occupation of the flat, paying the service charges and for shared owners, how the rent is set and reviewed. Generally speaking for repairs, you are responsible for everything within the walls of your flat and we are responsible for external, structural and communal items.

It is important that you understand your lease as it sets out how we manage and your rights and obligations for items such as service charges. Your solicitor should have explained the lease to you during the sales process. It is your responsibility to comply with your terms and if you have difficulty in understanding any part of your lease please contact your Neighbourhood Services Manager. If you knowingly breach the terms of your lease, we may take action against you and if necessary, proceed with legal action. In the most serious of cases, this may result in your lease being forfeited and the property repossessed.

Leases vary but generally they will include the following:-

Your responsibilities

- Pay your rent and services charges
- Maintain and repair all internal parts of your property
- Not to sub-let without our consent
- Not to carry out alterations or improvements without our written consent
- Not to keep a pet at the property
- You must use your home as your main home and only as a private residence
- Not to cause a nuisance or annoyance to your neighbours
- To provide us with access if and when necessary
- To repay discounts if applicable when selling the lease

Our responsibilities

- To keep the structure and exterior of the property in good repair and maintain all common parts of the building or estate
- To keep the building insured for the full rebuild costs. Please note this is only buildings insurance. You are responsible for contents insurance
- To comply with service charge legislation and keep account of our expenditure.

Obtaining a copy of your lease

There are a number of ways you can obtain a copy of your lease:

- Contact your Neighbourhood Services Manager and ask for a copy of your lease. He or she may have to order a copy from Land Registry.
- Ask the solicitor who handled the purchase of your property for a copy of your lease. It is likely your solicitor will charge you an administration fee for this service.
- If you have a mortgage, contact your mortgage provider and ask for a copy of your lease. Your mortgage provider should hold a copy and should be able to send it to you for a fee.
- Apply for a copy of your lease from the Land Registry. You can do this via the web. Go to www.gov.uk/ and search land registry.