The University of WA Housing Service is an information service only. University staff do not interview students or make any assessment of a student’s character or financial means etc. prior to allowing the student to access the Housing Listings. Each individual listing their property with the University Housing Service must make their own assessment of a student’s character and/or suitability as a tenant. Any lease arrangement negotiated between a student and landlord is the responsibility of the parties involved.

This leaflet will give you some information on room only or boarding arrangements.

Terms and Conditions
It is important that the terms and conditions attached to the provision of accommodation be clearly outlined and agreed to before the commencement of a tenancy. Any agreement should include notice periods for ending the agreement.

Costs
Weekly rent will vary according to how many meals will be provided and if laundry is included. Gas, electricity and water are always included in full board rent. Current charges for full board average between $220 – $300 per week.

Bond
Although Boarders and Lodgers are not covered by the Residential Tenancies Act (1987), it is suggested that any bond monies (not more than the value of 4 weeks rent) collected at the start of the agreement be lodged with the Department of Commerce Bonds Administrator or placed into a joint bank account where all parties are required to sign for every transaction. A receipt must always be issued.

Rent / Board
It should be agreed when rent is due, e.g. fortnightly on Monday mornings. Receipts should be given showing who paid the rent, the date, rental period and amount paid. If pain by electronic funds transfer a written receipt isn’t necessary.

Landlords may only request up to two weeks rent in advance. We cannot advise what rates are to be charged; the amount should cover any costs. Make sure its determined whether this includes gas/electricity etc. or is that extra?

Occupancy Agreement
It is a good idea to have clear expectations of rights and obligations for both the occupant and the accommodation provider in writing. A draft ‘room only’ agreement is attached.

Remember, the Residential Tenancies Act does not cover boarding and lodging situations, so if a dispute arises the protection offered to a boarder or lodger is not as extensive as that offered to a tenant under the RTA.
Breaking the Agreement
You should agree how much notice is permitted by either party wishing to end the agreement prior to the end date on the agreement.

Vacation Costs
Many students will wish to travel home during the vacation breaks. If you are the homeowner, during vacation time if a student is not occupying a room it is possible to mutually agree to charge a nominal holding/retaining fee. If however you are renting the property yourself, it is probably reasonable to charge the student their full share of rent, but this is of course negotiable.

Telephone / Internet
If the phone or internet account is not covered by the weekly board there may be an extra change. You should discuss how the account will be managed from the start of the agreement, particularly if you allow access to your landline, mobile or internet access.

The above information is not exhaustive; additional terms may be outlined on the accommodation agreement provided they are not unreasonable.

You are welcome to contact the Housing Officer if you have any difficulties with any aspect of your accommodation, or just want more information.

Where to find us:

UWA Student Support Services
1st Floor, Student Central

To make an appointment
please call 08 6488 5573
email: housing-studser@uwa.edu.au

Visit our website
www.housing.uwa.edu.au

Got a Question? Find the Answer@ http://www.ask.uwa.edu.au

CRICOS Provider Number 00126G
Room Only Accommodation Agreement

An occupancy agreement for room/s

at __________________________ (the address)

made on (date) ______________________ 20____

(1) Name of occupant: ______________________
   Family Name          Given Names

(2) Name of occupant: ______________________
   Family Name          Given Names

Name of Accommodation Provider:

   Family Name          Given Names

Address of landlord if not the same as above: ______________________________

Accommodation providers contact phone number: ______________________________

The Accommodation Provider Agrees To:

- Pay rates, taxes, telephone rental and maintenance (if the home owner)
- Provide and maintain the premises in good order and condition

Allow the occupant access to and use of the bedroom (as inspected) and: (✓ applicable)

☐ Kitchen     ☐ Family Room
☐ Laundry     ☐ Bathroom/toilet
☐ Garage      ☐ Pool/Garden
☐ Other (describe) ______________________________

Provide the following additional services at no extra charge: (tick if applicable)

☐ Breakfast   ☐ Lunch
☐ Dinner      ☐ Ironing
☐ Laundry     ☐ Cleaning
☐ Other (describe) ______________________________

Allow the occupant:

- Privacy and unconditional access to the room and described facilities.

Provide: (✓ appropriate)

☐ Room key   N° of keys:______    ☐ House key   N° of keys:____

The Occupant (named above) Agrees To Pay:

- Security deposit of $____ on __________________________ (date) (To be no more than 4 weeks rent)
- Board of $___________ / week commencing on __________________ (date) and each
  (week/fortnight) thereafter. (No more than 2 weeks in advance)
- The cost of telephone calls made by the occupant (if appropriate)
- Gas, electricity and water charges if renting room only (normally inclusive in full board
  arrangements). _________% of the account; or $________________________ per week.
The occupant also agrees to:

- Abide by the terms of this agreement until (date agreement ceases)________________________ unless it is broken earlier by a minimum of 2 weeks notice by either party.

- Respect the rights of the accommodation provider by:
  - Not damaging the room or the premises
  - Using the room for personal use only
  - Maintaining own bedroom in a reasonably clean and orderly state
  - Paying board on time

The Accommodation Provider and occupant each agree:

1. A property inspection report on the premises shall be compiled by the accommodation provider at the beginning of the occupation and signed by both parties.

2. To inspect the premises on the day that the occupant vacates.

3. To provide a minimum of 2 weeks notice for vacating the property.

4. The security deposit will be placed into an authorised financial institution. The deposit shall be returned at the end of this agreement, less any agreed costs for any due rent/damages/bills.

5. Permission will be obtained before entering rooms designated for the exclusive use of the accommodation provider or occupant.

6. The premises and the property of other housemates will be treated with appropriate care.

7. Illegal, unlawful or unsociable activities will not be undertaken on the premises.

8. All common areas will be kept in a reasonably clean and orderly state.

9. Excessive noise and other disturbances will not be created.

10. All difficulties in the house will be openly discussed to try and reach a mutually satisfactory resolution.

11. To abide by any other conditions as attached. (Signed and dated by all parties).

Signatures:

Occupant (1) ___________________________________________ Date _______________

Occupant (2) ___________________________________________ Date _______________

Accommodation Provider _____________________________________ Date _______________

Any unresolvable dispute should be referred to:
The Department of Commerce, Consumer Protection
219 St. Georges Terrace
PERTH WA 6000

Consumer Protection Advice Line: 1300 304 054 (cost of a local call)
Email: consumer@commerce.wa.gov.au
Web: www.commerce.wa.gov.au

A copy of the agreement must be provided to all signatories.