

Renting Out Your **Spare Room**



Wolverhampton Homes

معلومات عن المستأجرين

ভাড়াটেনের সম্পর্কিত তথ্য

اطلاعات راجع به مستأجرين

ઉત્તરુઓ અંગેની માહિતી

लॉज में रहने वालों के बारे में

सूचना

زانیاری سہارہت به کریچیہکان

Informacje o lokatorach

વિરાષ્ટ્તારાં ઘરે નાષ્ટવારી

رہائش پذیر افراد کے بارے میں
معلومات



If you have a spare room you may want to take in a lodger to bring in extra cash. A lodger is someone who pays to rent a room in your home and shares your facilities.

You must provide your lodger with a furnished room and use of your kitchen and bathroom, it is up to you whether you provide meals and do their laundry.

Before you take in a lodger you will need to check the following things:

Will your tenancy agreement allow you to take in a lodger?

- Secure tenants of Wolverhampton City Council may take in a lodger but must not create overcrowding
- Introductory tenants must seek permission from Wolverhampton Homes before taking in a lodger

You must continue living in your home. It is a serious breach of your tenancy agreement to sub-let the property (move out and receive rent).

Is your home rent ready?

Make sure your home and the room you want to rent out is safe particularly in regards to fire, gas and electrical safety. Make sure you keep your gas service appointment and contact us before carrying out any improvements to your home. You can contact Homes Direct on 01902 556789 for advice.

How can you find the right lodger?

You can advertise your spare room by putting a notice in your local shop or go online and use a free website and search 'rent a room'.

Letting someone live in your home is a big step, so take time to talk to the people viewing your property to make sure you would feel comfortable living with them. It is also sensible to lay down simple ground rules early on, so both parties know what to expect.

Ask the person to provide references from an employer or previous landlord.

- Always have a friend accompany you to interview new lodgers
- Keep valuables locked away during the interview
- Make sure you use the interview as an opportunity to ask about anything that concerns you

How much should you charge?

The amount you charge your lodger will depend on the facilities you provide for them. You can check websites like **www.spareroom.co.uk** to find out what other people in your area charge for similar accommodation and facilities.

For simplicity, the cost of utilities such as gas, electricity and water is often considered as part of the rent charge. Additional services you might decide to provide and charge for could include meals, laundry, use of telephone.

It is usual to ask for rent in advance, e.g. at the start of the month if it is paid monthly. You can take a deposit before the lodger moves in, as security in case they leave the property owing you money, or to pay for any damage. The amount of deposit is negotiable, but a month's rent as deposit is not unusual.

Does a lodger need a tenancy agreement?

You do not have to produce a written letting agreement but it is advisable to do so. You can draw up your own agreement, but it is best if you follow a template.

The agreement is between you and your lodger, and should include:

- Rent amount and payment details
- Which room/facilities the lodger is entitled to use
- Services you agree to provide
- Any share of household bills, how long until the payment amount is reviewed and house rules
- Notice period

You will be responsible for your lodger, so you will need to make sure they keep to the conditions of your tenancy.

Should your tenancy with Wolverhampton City Council end, you are responsible for ensuring that your lodger leaves.

Who should you tell about your lodger?

- Contact our Homes Direct team on **01902 556789**.
- Check with your insurance company as this might be affected.
- Inform the Council's Revenue & Benefits unit (01902 551166)
If you receive:
 - A 25% Council Tax discount because you live alone
 - Housing Benefit
 - Council Tax Benefit

You may be entitled to have some of your income disregarded for benefit purposes (for example £20 for the provision of a room, and more if you provide washing or food), Revenues and benefits can help you with this.

Universal Credit will replace the current working age benefits including Housing Benefit. This will happen between October 2013 and 2017. Universal Credit claimants with lodgers may be able to keep all their income from their lodger, however, claimants will need to pay 14 per cent of the rent, for the room that the lodger occupies.

Lodgers may be able to claim housing benefit or housing costs in their own right.

If you claim other benefits, these could be affected by taking in a lodger. Contact the Department of Works and Pensions at **www.dwp.gov.uk** to check if the extra income will affect your entitlement to benefits.

The Inland Revenue operate a Rent a Room tax scheme. This is an optional scheme that allows you to receive a certain amount of tax-free 'gross' income from renting furnished accommodation in your only or main home to a lodger. For more information visit: **www.direct.gov.uk** or **www.hmrc.co.uk**.

More information

A general guide to letting a room is available here:

<http://www.communities.gov.uk/publications/housing/lettingrooms?view=Standard>

Further information on the Rent a Room scheme and taking in a lodger are available here. It may also be worth speaking to your local Citizens Advice Bureau.



Please note:

All information provided in this leaflet is a guide and does not provide an authoritative interpretation of the law, nor does it cover every case. Wolverhampton Homes and Wolverhampton City Council will accept no responsibility for any loss or damage of whatever nature arising in any way out of the use of, or inability to use, this leaflet, or from any error or omission in information contained in the leaflet.

More information is available from the CAB, a law centre or a solicitor.

If you require this information in another language or format, contact us on 01902 556789

01902 556789 على اتصل بنا اخرى ، اذا كنت بحاجة الى هذه المعلومات بلغات أو في أشكال أخرى ،

অন্যান্য ভাষা বা ফরম্যাটে এই তথ্য আপনার প্রয়োজন হলে, 01902 556789 নম্বরে আমাদের সাথে যোগাযোগ করুন

اگر این اطلاعات را به زبان یا فرم دیگری احتیاج دارید با ما به تلفن 01902 556789 تماس بگیرید

તમને બીજી કોઈ ભાષામાં અથવા બીજી કોઈ રીતે માહિતી મેળવવી હોય તો અમને 01902 556789 પર કોલેક્ટ કરો.

अगर आप यह जानकारी दूसरी भाषा या प्रारूप में चाहत हैं तो हमें 01902 556789 पर सपर्क कीजिए।

دووباره به هه مو زمانه کانی سه ره وه نه گه ر به ریزت نه و زانیاریانه به زمانیکی تر یان فورماتیکی تر ، پیویسته په یوه ندیمان پیوه بکه به 01902 556789

Jeżeli potrzebujesz tych informacji w innym języku czy formacie, prosimy o kontakt pod numerem telefonu 01902 556789.

ਇਸ ਪ੍ਰਸ਼ਨਾਵਲੀ ਨੂੰ ਭਰਨ ਲਈ ਤੁਸੀਂ ਕੋਈ ਸਵਾਲ ਪੁਛਣਾ ਹੈ ਜਾਂ ਤੁਹਾਨੂੰ ਕੋਈ ਚਿੰਤਾ ਹੈ ਤਾਂ ਕਿਰਪਾ ਕਰਕੇ ਸਾਨੂੰ 01902 556789 'ਤੇ ਸੰਪਰਕ ਕਰੋ ਅਤੇ ਸਾਨੂੰ ਤੁਹਾਡੀ ਸਹਾਇਤਾ ਕਰਨ ਵਿੱਚ ਖੁਸ਼ੀ ਹੋਵੇਗੀ।

اگر آپ کو یہ معلومات کسی اور زبان یا فورمیٹ میں چاہئے تو ہم سے 01902 556789 پر رابطہ کریں