

Occupancy Agreement


Between COMPASS SNI Limited

and

Name: 

This Occupancy Agreement sets out the terms on which the Occupant occupies the property ('the property') leased by Serco as part of its contract with the COMPASS SNI Limited and UKVI and the duties and obligations of COMPASS SNI Limited and the Occupant. This property is for temporary accommodation only.

1. COMPASS SNI Limited agrees

- 1.1 To make the property available to the Occupant, on a temporary basis, on behalf of UKVI, whilst his/her asylum application is being assessed.
- 1.2 That this Occupancy Agreement shall commence on  (regardless of the date of signing this Agreement).
- 1.3 To ensure that at the commencement, and throughout the period, of occupancy the property is structurally sound, is in a wind and watertight condition, and is in a reasonable state of repair and maintenance.
- 1.4 To provide a day-to-day housing management service to deal with and resolve any issues arising from the accommodation. Any issues relating to the property may be discussed with or reported to a Housing Officer.
- 1.5 To provide furniture and utensils for use within the property which are detailed on the attached schedule. The furniture and utensils remain the property of COMPASS SNI Limited at all times and must not be removed from the property. Any loss or damage to the furniture or utensils, arising from any misuse or neglect by the Occupant or any person living in the accommodation or any visitor, will be reported to UKVI.

2. The Occupant agrees

- 2.1 To occupy the property allocated by the COMPASS SNI Limited as his/her only home and to limit occupation solely to those of his/her dependants for whom the property was allocated. Visitors are permitted at all reasonable times, but cannot remain overnight. The occupant is responsible for the conduct of any visitors to the property who must behave in accordance with Clause 2.5 of this agreement whilst on the premises.
- 2.2 Not to carry out any structural, internal or external alterations, or any other repair to the property.
- 2.3 To report any outstanding repairs to COMPASS SNI Limited.
- 2.4 To keep, and on final departure from the property leave, all furniture and utensils provided clean and in a reasonable state of repair (fair wear and tear excepted).

- 2.5 Not to cause or permit any nuisance to the property, or cause or permit any fear or alarm, nuisance or annoyance, issue threats or behave in a violent manner to other residents, staff, visitors or other residents in the neighbourhood.
- 2.6 Not to interfere with or in any way alter the electricity supply and meters or the wiring and timing mechanisms of the heating systems in the property, or tamper with any fire or smoke detector alarm.
- 2.7 Not to keep any animals in the property or in any adjoining or separate land with the property.
- 2.8 Not to use the property for business purposes.
- 2.9 To allow an authorised member of COMPASS SNI Limited staff, or an approved contractor to enter the property at a prearranged time, giving 5 days' notice, for the purpose of inspecting the property and any furnishing and utensils provided therein, and to allow inspection of electricity meters and electrical appliances.
- 2.10 To allow COMPASS SNI Limited staff, or an approved contractor to enter the property at a prearranged time, having written to give five days notice in order to carry out general maintenance.
- 2.11 To allow COMPASS SNI Limited staff or approved contractor to enter the property immediately in the case of an emergency, immediate or urgent maintenance needed to be carried out.
- 2.12 To move if required by COMPASS SNI Limited staff and/or the UKVI to another property considered appropriate. A minimum of seven days notice of any intended relocation will be given except in the case of the property being deemed to be unsafe.

3. Quality of Service and any Complaint

- 3.1 COMPASS SNI Limited is committed to providing a quality service in a non-discriminatory way and does not tolerate harassment, bullying or any other threatening behaviour.
- 3.2 The Occupant may report any incidents of this nature directly to the police service and/or to COMPASS SNI Limited staff.
- 3.3 The Occupant has the right to contact UKVI directly in relation to the quality of service provided by COMPASS SNI Limited.
- 3.4 The Occupant has the right to complain about the service provided by COMPASS SNI Limited as detailed in the complaints policy leaflet provided in your Welcome Pack.

4. Termination of the Agreement

- 4.1 This Agreement shall automatically terminate upon the determination of the Occupant's asylum claim, subject to service of a written notice specifying the date and time of termination.
- 4.2 COMPASS SNI Limited may also, at any time, terminate this Agreement by serving a written notice on the Occupant, specifying the date, time of and reason for termination.

- 4.3 Any breach of paragraphs 2.5 or 2.6 or 2.7 or where there is a persistent or other substantial breach of this Occupancy Agreement which the Occupant has failed to remedy may lead to Serco informing the Home Office which, in turn may lead to an immediate application of eviction proceedings.

Signed for and on behalf of COMPASS SNI Limited and Serco Limited

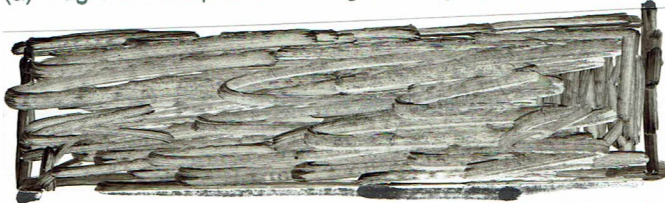


_____ (Signed)

____ (Date)

The terms of this Agreement are understood by me and

- (a) I agree to keep to them as governing my Occupancy at:



- (b) I understand the Emergency Procedures which have been explained to me. I have received a copy of the Welcome and Information Pack printed in my own language, which I shall retain for my own records.
- (c) I am aware of my right to be accompanied by a person of my choice in all my dealings with COMPASS SNI Limited.



_____ (Signed)