

# Entryphone Rental Agreement Status Form

## The Premises

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Please read the notes overleaf carefully and complete the form below. If a particular question is not applicable please write N/A. It is essential that both this form and the Rental Agreement(s) are completed correctly. If there are any queries do not hesitate to contact us.

**Contract Subscriber** Name of organisation \_\_\_\_\_

Type of organisation \_\_\_\_\_

Date registered or formed \_\_\_\_\_ Company No \_\_\_\_\_

Registered Office address \_\_\_\_\_

\_\_\_\_\_

Address dealing with this matter \_\_\_\_\_

\_\_\_\_\_

Contact \_\_\_\_\_ Tel: \_\_\_\_\_

Interest in the entire property Freehold  Leasehold  Years remaining \_\_\_\_\_

**Contract Signatory** Name \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Capacity \_\_\_\_\_

I confirm that I am duly authorised to sign, for and on behalf of the organisation named above, contracts with an initial term of over seven years.

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Managing Agent** Name \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Contact \_\_\_\_\_ Tel No. \_\_\_\_\_

# Entryphone Rental Agreement Guidance Notes

The following notes are designed to help you fully understand the contract you are entering into and to ensure that you are eligible to sign the agreement.

Please read the following notes carefully, then complete the section on the reverse of this form, then complete the rental agreement appropriately and return both documents to us. N.B. Incorrect or incomplete forms may result in delay of the Entryphone installation.

If you have any queries regarding this form or the Entryphone Rental Agreement please do not hesitate to contact us.

- Legally binding** An Entryphone Rental Agreement is a formal document and is legally binding. Please do not sign unless you fully understand and accept all the terms of the contract as in the contract.
- We recommend that you consult a solicitor before signing the rental contract and would ask you to ensure that a copy is kept with the Title Deeds of the property so that if your interest in the property changes the contract can be assigned correctly.
- 7 year contract** Contracts are usually for an initial period of seven years and it is expensive to terminate before that period has expired.
- Annual payment** The rental shown as a quarterly figure is payable annually in advance.
- Eligible** We are usually only willing to enter into a rental agreement with the following: either those with a freehold interest in the entire property or with a leasehold interest in the entire property with more than seven years remaining.
- Trading Limited Companies  
Partnerships  
Housing Trusts  
Housing Associations  
Residents Associations  
Local Authorities  
Government Departments
- Not eligible** We are not willing to enter into a rental agreement with:-
- Individuals  
Building contractors  
Electrical contractors
- Residents** If an informal Residents Association is formed, a rental agreement with them (as a group of individuals) must be signed by **all** members of the group of residents and each signature witnessed.
- The account is normally sent to the first named but each signatory is liable for the *total liabilities* under the contract, not just their proportion.
- Capacity** Contracts must be signed by a person who has the legal authority to sign the contract and this capacity must be stated on the Agreement. If not, the total liability for the contract could fall on the signatory.
- Managing Agents** We strongly recommend that the Rental Contract is signed by the client and not by the managing agent, if however it is signed by an agent the signature must be the signature of a partner using his or her own name.