

# ENDING THE TENANCY

## What happens at the end of my contract?

If you've signed a lease to rent for a fixed period of time (usually 6 or 12 months) this is called a **fixed term tenancy**. At the end of the fixed term tenancy, the contract automatically becomes a monthly lease. This is called a **periodic tenancy**.

If you want to move out of the property, you must always give the landlord or real estate agent notice in writing. Usually you need to tell them 28 days before you move out, even if you are on a fixed term tenancy.

## I want to move out early!

If you've signed a fixed term tenancy and you want to move out earlier, this is called **breaking the lease**. The landlord can claim for their reasonable costs which can include rent for the house when there is no tenant, and advertising costs. You should get legal advice before breaking your lease because there may be other options, like transferring the lease to someone else.

## The agents or the landlord want me to leave!

You can only be **evicted** (forced to leave a house) if the landlord has an order from VCAT. Otherwise the eviction is illegal.

First, the landlord must give you a **Notice to Vacate** which says why they want you to leave and when.

Then, you will get a **Notice of Hearing** to go to VCAT. You should always go to the hearing to give your side of the story.

If the landlord is trying to evict you, you should seek legal advice immediately.

## ABOUT US

Sort it! Deakin Legal Service for Students provides free and confidential legal advice and information for all current Deakin University students.

Even if you are not sure if your problem is a legal one please visit our website. If we are unable to help, we can refer you to someone who can. Book your appointment at:

[eclc.org.au/deakin](http://eclc.org.au/deakin)



Eastern Community Legal Centre  
ph: (03) 9285 4822

Burwood Campus



Barwon Community Legal Service  
ph: 1300 430 599

Waurm Ponds Waterfront & Warrnambool Campuses

### MORE PLACES FOR HELP & INFORMATION

#### Deakin Off Campus Housing Service

Burwood: (03) 9244 6031  
Waterfront & Waurm Ponds: (03) 5227 2249

#### Consumer Affairs Victoria

1300 55 81 81  
[consumer.vic.gov.au](http://consumer.vic.gov.au)

#### Tenants Union of Victoria

Advice: (03) 9416 2577  
Admin: (03) 9411 1444  
[tuv.org.au](http://tuv.org.au)

Sort it! Deakin Legal Service for Students is a partnership between Deakin University Student Association (DUSA), Eastern Community Legal Centre (ECLC) and Barwon Community Legal Service (BCLS).

**DISCLAIMER:** This information is intended as a guide only. It is not a substitute for legal advice.



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**DEAKIN LEGAL SERVICE FOR STUDENTS**

**TENANCY  
LEASING  
RENTING  
HOUSING**

## KNOW YOUR RIGHTS!

For free information, referrals and appointments visit:

[eclc.org.au/deakin](http://eclc.org.au/deakin)

# FIVE STEPS FOR RENTING A HOUSE

## 1 Inspect the house

Make a list of things you would like to ask the landlord or agent. During the inspection, you should make sure that everything is working and write down any existing damage or issues with the house.

## 2 Sign the lease

You should always read the contract before you sign it and ask if you don't understand something. Make sure that you know how long it goes for, how much rent you need to pay, and how often you need pay. Make sure that electricity, water and gas are connected, and know who will be paying the utility bills.

If you want to share a house, make sure your housemates are people you can trust. You won't just be sharing accommodation; you'll also be sharing the legal responsibilities for the rent and for taking care of the house.

## 3 Pay the bond

Most houses will require you to pay a bond, and if the house is in a good condition after you move out, then the bond will be returned to you. You should always sign a **Bond Lodgment form** and pay the bond to the **RTBA**, and never directly to the landlord.

## 4 Get a Condition Report

If you pay a bond, then you must receive a **Condition Report** before you move in. This report is evidence of the condition of the property at the beginning of your tenancy. If you disagree with anything that the landlord or agent have written on the report, then you should write it down before you sign it. It is also a good idea to take photos of the house before you move in.

## 5 Paying rent

Rent is usually paid through an electronic funds transfer. However, if you pay your rent in person, make sure that you receive a receipt for every payment you make.

If there is a problem during your tenancy, you should seek legal advice about what to do. You should never stop paying your rent if you're unhappy with the landlord or the house. If you withhold rent, then the landlord can take steps to evict you from the house.

### Something in the house is damaged or broken!

You should tell the landlord and the real estate agent immediately. The landlord has the responsibility to keep the house in good repair. The tenant has the responsibility to avoid damage and keep the house clean.

If you have caused the damage, you will probably need to pay for the damage to be fixed. If the damage happened because the house or appliance is old, usually this will be the landlord's responsibility to fix it.

### Rent increases

If you have signed a contract for a fixed time (usually 6 or 12 months) then the landlord cannot increase the rent until the end of the fixed time, unless the contract says they can. The landlord must always give you 60 days written notice that they want to increase the rent. If you think the increase is unreasonable, you can apply to have the rent reviewed.



## House Inspections

There are rules about when the landlord and real estate agents can come to the house. They can only come if you agree, or they must give you at least 24 hours written notice of when they will come to the house, and why.

Usually, they can only inspect the house **once every 6 months** to check that you are looking after the property. Sometimes they will also need to come into the house for repairs or to show buyers or new tenants around the house.

## DICTIONARY

### Bond

An amount of money you pay to the RTBA to make sure you take care of the house and keep it in a good condition.

### Landlord

Someone who rents out a house.

### Lease

The contract that you sign to rent a house.

### Real Estate Agent

Professional representatives for the landlord. If the landlord hires real estate agents, then their job is to manage the house.

### RTBA

Short for the Residential Tenancies Bond Authority. The RTBA is a government organisation that keeps your bond money safe until the end of the tenancy.

### Tenant

Someone who lives in and rents a house from a landlord.

### VCAT

Short for the Victorian Civil and Administrative Tribunal. If there are any disputes about the tenancy then you can ask VCAT to make a decision about what should happen.

DURING A TENANCY