

Managing Rent Accounts Toolkit

A landlord information pack produced by BARLO which contains a step by step guide with copies and examples of the following tenancy management documents:

- Rent Card
- Statement of Rent Account
- Inventory
- Housing Application Form
- Former Tenant Reference Request
- Employer Reference Request
- Guarantor Form
- Assured Shorthold Tenancy Agreement
- Rent Arrears Advice & Warning Letters
- Agreement To Pay
- Notice Seeking Possession

Court Forms

- Possession of Property
- Request for Warrant of Possession
- Request for Execution of Warrant
- Attachment of Earnings Order
- Small Claims Form

The guidance booklet also contains contact details of a number of services who will either respond on behalf of or support the private landlord and their tenant in reducing and preventing rent arrears

Please contact BARLO to receive further information:

BARLO Housing Ltd
2 Silverwell Lane
Bolton
BL1 1QN

Tel: 01204 338721 or 335486

Fax: 01204 335643

Email: barlo@bolton.gov.uk