
Joint tenancies



If you need information from Moray Council in a different language or format, such as Braille, audio tape or large print, please contact:

إذا كنتم في حاجة إلى معلومات من قبل مجلس موراي وتكون بلغة مختلفة أو على شكل مختلف مثل البراي، أسطوانة أوديو أو أن تكون مطبوعة باستعمال حروف غليظة فالرجاء الإتصال ب

Je pageidaujate tarnybos Moray tarybos teikiamą informaciją gauti kitokiu formatu, pvz., Brailio raštu, garso įrašu ar stambiu šriftu, kreipkitės:

Jeśli potrzebują Państwo informacji od Rady Okręgu Moray w innym formacie, takim jak alfabet Braille'a, kasyety audio lub druk dużą czcionką, prosimy o kontakt:

Se necessitar de receber informações por parte do Concelho de Moray num formato diferente, como Braille, cassette áudio ou letras grandes, contacte:

Ja Jums vajadzīga informācija no Marejas domes (*Moray Council*) citā valodā vai formātā, piemēram, Braila rakstā, audio lentā vai lielā drukā, sazinieties ar:

اگر آپ کو مورے کونسل سے کسی دیگر زبان یا صورت میں معلومات درکار ہوں مثلاً "بریلے، آڈیو ٹیپ یا بڑے حروف، تو مہربانی فرما کر رابطہ فرمائیں:

Housing and Property
PO Box 6760
Elgin
IV30 1BX

0300 123 4566
housing@moray.gov.uk

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We review our leaflets regularly to make sure you have the most up-to-date information. However, the content of this leaflet is only correct at the time it is published.

What is a joint tenant

Joint tenants share the tenancy of the home with another person. If you are a tenant, you can apply to add a joint tenant.

Why you might want a joint tenancy

You may want to add someone who already lives with you, or who will be moving in with you, to your tenancy.

This may include your:

- son or daughter;
- husband, wife or civil partner, or someone you live with as if they were your husband, wife or civil partner;
- mother or father; or
- brother or sister.

How to apply?

If you want to change your tenancy to a joint tenancy, you must fill in an application form.

You can get an application form by:

- visiting our website:
www.moray.gov.uk/housing
- phoning us:
0300 1234 566
- visiting your local access point:
please find our contact details at the end of this leaflet

If you have a husband, wife or civil partner, you must get their agreement to create a joint tenancy. We may arrange to interview you and the person you want to share your tenancy with (known as the proposed joint tenant) to collect more information. When we have all the information we need, we will give you our decision in writing within 28 days.

If we refuse your application we will tell you why. We will only refuse your application if we have a good reason to.

What will happen if we approve your request

When we have agreed to make your tenancy a joint tenancy, we will arrange to meet you and the new joint tenant to discuss the final arrangements. We will ask you and the joint tenant to sign a Joint Tenancy Agreement and will agree a date that the joint tenancy will begin.

We will give the new joint tenant a copy of the tenancy agreement, information on relevant policies, and information about his or her rights and responsibilities as a joint tenant.

We will arrange for you to get a new rent payment card containing your name and the joint tenant's name.

When we will not give permission for a joint tenancy

We will not give you permission for a joint tenancy if:

- the proposed joint tenant is under 16;
- the proposed joint tenant has not lived at the property as their main home for 12 months before the application for a joint tenancy is made;
- if we were not told that the proposed joint tenant was living at your home for 12 months prior to the application;
- you, or the proposed joint tenant, have an ASBO or have been convicted of antisocial behaviour in the last 12 months;
- we have given you notice warning you that we may take action to evict you;
- we have evicted you or the proposed joint tenant in the past;
- the proposed joint tenant owes us money relating to on an old tenancy; or
- we believe that the proposed joint tenant is forcing you to make the application.

Also, we may refuse to add a joint tenant if you do not give us all the information we need within 28 days of sending us your application. If we do not give our permission because of this, you can apply again when you have all the information.

What you can do if you don't agree with our decision

You can appeal against our decision by writing to the Housing Services Manager within 28 days of receiving our decision letter.

The Housing Services Manager will review the case and write to you within four weeks of receipt of your request, informing you of the outcome. This decision is final.

Ending the joint tenancy

There are different circumstances when you may want to end a joint tenancy.

- Joint tenants may want to end the tenancy and move out of the property.
- One joint tenant may want to be taken off the tenancy and move out of the property.
- One joint tenant may want to be taken off the tenancy but still live in the property.
- One joint tenant could die and the other tenant may want to take over the tenancy and stay in the property.

If you want to end a joint tenancy for any reason, contact us and we will tell you what to do.

Important points

All joint tenants will be equally responsible for paying the rent, and if the rent is not paid we can take action against one or all tenants.

You must tell us about any change in your circumstances.

If you need to, you can get independent legal advice from a solicitor or an organisation such as Citizens Advice.

For more information, please see our website or contact us using the details at the end of this leaflet.

Contacts

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IV30 1BX

0300 123 4566
housing@moray.gov.uk

Access Points

Buckie Access Point

13 Cluny Square
Buckie
AB56 1AJ

Forres Access Point

Auchernack
High Street
Forres
IV36 1DX

Elgin Access Point

Council Office
10 High Street
Elgin
IV30 1BY

Keith Access Point

The Resource Centre
26 Mid Street
Keith
AB55 5AH

