



**DACORUM BOROUGH COUNCIL  
GARAGE CONDITIONS OF TENANCY**

1. The tenancy is weekly and terminates at midnight on a Sunday. The tenancy can be terminated by either party by giving (at least) seven days **written** notice to end on a Sunday.

**PLEASE NOTE:** Further rent will be charged on a weekly basis if all keys are not handed into The Forum in Hemel Hempstead or The Civic Centres in Berkhamsted and Tring by 12 noon on the first Monday following the termination date. If you fail to return working keys you may also be charged for the cost of replacing the locks to the garage. **You should obtain a receipt for the keys as this is the only acceptable evidence in the event of any dispute concerning the return of the keys.**

2. You are responsible for the payment of the rent and to ensure that the payments are made to the Council. Tenants who rent their home from the Council may pay their garage rent together with their property rent. **Leaseholders, commercial tenants and others must pay the rent monthly in advance by Direct Debit.**  
**We will ask for all new tenancies to pay a four week rent in advance of the collection of the keys.**
3. The tenancy shall begin on the date stated in the offer letter and rent is payable from that date. You are also responsible to ensure that your correspondence address and telephones are kept up to date.
4. You must advise the Council's repair service promptly of any repairs required to the structure, services or exterior of the garage on **08000 18 60 50** or via the repairs link on the Council website. You are also responsible to ensure that these repairs are completed after reported. You shall permit the Council's authorised officers, workmen or agents to enter that garage at all reasonable times to inspect it and to carry out any work which may be necessary to the garage or to adjoining garages or council properties. Except in cases of emergency or when required by law to do so the Council will give you reasonable notice of any inspections.
5. At the end of the tenancy you must deliver up the garage in good condition. When ending the garage tenancy you must give up possession of the garage in an empty and secure state. Any items left in the garage after the termination date you will be contacted with regards to their disposal but any items still in the garage after 28 days from the date of termination will be deemed to be no longer required and will be disposed of **without further notice** by the Council and you will be charged the associated costs for removal and disposal.
6. You must make good any damage to the garage caused by you as soon as practicable. However the Council reserves the right to carry out any such necessary works themselves and to recharge the costs to you
7. There should be no alterations to the structure or internal layout of the garage this includes, additional doorways, electrical installation, any alterations carried out will be removed when the tenancy is terminated and will be recharged back to you.
8. However all garage tenants should note that **all items in the garage are left entirely at your own risk and the Council accepts no liability for any loss or damage caused to any vehicle or items kept in the garage.** Garages are not guaranteed to be water or weatherproof or to be

entirely secure. You are strongly advised to take out suitable insurance to provide cover for your goods and you may wish to provide additional security measures

9. You are not permitted to sublet or allow other persons use of the garage whole or in part. If you wish to exchange garage with another resident then you must contact the Garage Management Team for authorisation **prior** to the exchange of keys.
10. You may not carry out any business trade from the garage however, the garage can be rented and used for business storage.
11. You must not run the engine of the car or motor cycle whilst it is in the garage except for the purpose of entering or leaving the garage.
12. Garages are primarily for the keeping of one private car or motorcycle belonging to you or under your control and priority will be given to those who wish to rent garages for this purpose. However where vacant garages are available and there is low demand for their use for keeping of a vehicle garages may be let for the storage of personal possessions
13. You must not park or permit the parking of any vehicle on estate verges, grassed area or garage forecourt including in front of the rented garage, or in any area that could cause an obstruction or potential danger to others. Persistent unauthorised parking will result in the garage tenancy being terminated.
14. You are not permitted to use or keep in the garage or upon the garage forecourt, or in the garage vicinity any petrol (other than that contained in your vehicle) any empty petrol can(s), any spirit, paraffin heater(s), gas heater(s) gas cylinder(s) or any other potentially hazardous items or substances. You must not keep more than 5 litres of lubricating oil stored in the garage. You must take all reasonable and proper precautions against fire occurring in the garage.
15. It is not permitted to store items on the roof of the garage any items stored on the roof will be removed without notice. You must keep all gullies, gutters and drains if any clean and free from debris.
16. The garage must not, under any circumstances, be used for residential purposes or to accommodate any animals, birds or livestock.
17. You must not display or permit to be displayed on the garage any advertisement, notice bill or nameplate, except those placed there by Council Officers or representatives on behalf of the Council.
18. If the garage is under-going a repair which means you are unable to use your garage. You are to contact the Garage Management Team to enquire if there is a suitable alternative you can use whilst repairs are being carried out or if a rent rebate will be provided once the repairs have been completed.
19. We hope that you will act in a reasonable and respectful manner to other garage users, however repeated breaches of any of the conditions or nuisance behaviours following written notification of such a breach may result in the termination of your tenancy.