



**Your Homes
Newcastle**

Your Lease
What does it mean?

Your Homes Newcastle manage your property on behalf of Newcastle City Council who is the freeholder of the property.

The terms of the lease state that:

You must:

- Pay an annual ground rent and service charge in advance of each financial year
- Pay a management fee to cover the cost of running the leasehold service
- Inform us if you are going to sublet your property
- Ask for landlords permission before carrying out certain works to the property
- Buy any loft space that you wish to use separately because it is still owned by Newcastle City Council and is not included in this lease
- Maintain any garden that you are responsible for
- Carry out all internal repairs and decoration to the property
- Not cause nuisance to your neighbours
- Not leave your property empty for more than 30 days

We must:

- Send you an actual service charge invoice at the end of each financial year
- Carry out all external repairs and major works and recharge a share of the cost of us doing so to you
- Arrange the buildings insurance for your property and recharge the premium to you

This is an overview of the lease terms and is for guidance only. We recommend that you make yourself familiar with the full terms and conditions contained within the lease document.