



Tenancy

Being able to maintain your tenancy means staying and living comfortably in the home you are renting or the boarding house you are living in. It also means that neighbours enjoy living comfortably.

By being a responsible Tenant you will be able to stay in your home which will help you cope with your every day living activities and feel safe.

Key Responsibilities

- **Pay the right amount of rent, on time**
- Clean kitchen, floors and bathroom regularly
- Wash the dishes each day
- Wash your clothes and linen regularly
- Remove all rubbish inside the house and outside the house
- Maintain the garden and lawns and other outside spaces of your home

Tenant Responsibilities

- **Pay the right amount of rent on time,** if there are difficulties discuss with the landlord and let them know as soon as possible.
- Keep the property clean and tidy (use the original inspection agreement as a checklist).
- Always check any added conditions that the landlord has placed on the tenancy agreement.
- Look after the property. Discuss with the landlord any property damage as soon as possible.
- Be a friendly and polite neighbour and tenant, good communication with landlords and neighbours is essential.
- Before changing anything at the property, ask the landlord first and get approval in writing e.g. picture hooks etc.
- If a pet is allowed at the property, make sure that it doesn't cause concern to neighbours by barking or jumping at fences or damaging property.
- Ask visitors to arrive and leave quietly out of respect to neighbours.
- Keep music to an acceptable level and preferably no loud music after 10pm.
- Notify your neighbours if you do plan on having a party with loud music the day before the party.
- Always fill in an inspection sheet when moving in and make sure that the landlord fills it in and signs this as well.
- It is best practice to keep copies of rent receipts as proof of your rent payment. Ask for a receipt for your rent payment if one is not automatically offered.
- Do not sublet or lease to other people without an agreement with the landlord.

- Do not allow family and friends to stay for extended periods.
- Keep a copy of the inspection sheet for yourself.
- Don't participate in any illegal activities.

Useful Contacts (free calls 24 hrs)	Contact Details
Homeless Gateway	1800 003 308
Domestic and Aboriginal Family Violence Gateway	1800 800 098
Youth Gateway - Trace A Place	1800 807 364
Emergency	000
Police	131 444
1800 RESPECT	1800 737 732
Kids Helpline	1800 551 800

For more information on how to maintain your tenancy, visit the Cleaning Module.

Links

- [Aboriginal Transitional Housing and Support Service \(ATHOS\) Adelaide](#) - ATHOS provides emergency, short and long term accommodation and support. Transitional accommodation in a 24hr staffed facility. Long Term accommodation in 4 houses in northern suburbs. Support for safe 'return to country'. Case management and support.
- [Anglicare Homelessness and Tenancy Support](#) - Anglicare provides homelessness, long term accommodation for people on low incomes and tenancy support services.
- [Consumer and Business Services Residential Tenancies](#) - Consumer and Business Services provide support and information about your rights as a tenant of a rental property, room sharing or boarding house. This includes information on residential tenancies, rooming house tenancies and domestic violence protections for renters.
- [Consumer and Business Services Rooming House Tenancies](#) - Consumer and Business Services provide support and information about your rights as a tenant of a rental property, room sharing or boarding house. This includes information on residential tenancies, rooming house tenancies and domestic violence protections for renters.
- [Domestic Violence and Aboriginal Family Violence gateway service](#) - A range of support services is available including assistance with housing, legal and income support issues. Multilingual, multicultural workers provide culturally responsive services for Aboriginal women and women from non-English speaking backgrounds. Services also include emergency and short term supported accommodation and domestic violence counselling.
- [Emergency Relief and Referral Services - The Open Door](#) - Emergency Relief and Referral Services - The Open

Door provides emergency relief and a safe place for anyone requiring help. No appointment is necessary and opening hours are weekdays (excluding public holidays) 9am – 4pm.

- [Legal Services Commission of South Australia](#) - Publications to help with legal and other matters.
- [Legal Services Commission of South Australia](#) - Law For You. A short guide to migrants living in South Australia
- [SA Housing Services Provider](#) - Tenancy Module Service Links. SA Government website that provides community support, information and services including specific homelessness service for families, adults, young people, domestic violence or family violence and Aboriginal or Torres Strait Islander people. SA Housing Finder
- [South Australian Civil and Administrative Tribunal](#) - South Australian Civil and Administrative Tribunal helps people to resolve issues within specific areas of law, either through agreement at conference, conciliation or mediation or through a decision tribunal at hearing. SACAT reviews government decisions, housing disputes and guardianship decisions.
- [South Australian Government Forms and fact sheets for private rental tenancies](#) - South Australian Government Forms and fact sheets for private rental tenancies provides forms and fact sheets for private rental tenancies.
- [South Australian Government Forms and fact sheets for private rental tenancies - Other Languages](#) - South Australian Government Forms and fact sheets for private rental tenancies in languages other than English, provides forms and fact sheets for private rental tenancies in languages other than English (including, Arabic, Chinese, Dinka, Farsi, Hindi, Khmer, Korean, Punjabi, Tagalog, Vietnamese)
- [South Australian Police - Party Safe](#) - Party Safe can assist you to make your party a safe and enjoyable event for your friends and family.
- [Tenants Information and Advisory Service](#) - Tenants Information and Advisory Service is a free and independent information, advice and advocacy to help people on low incomes to sustain their tenancies in private rental, community housing or public housing.



Tenancy

Rental & Landlord Inspections

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Getting ready for an inspection by your landlord or real-estate agent

If you rent a home or are living in a boarding house you will be receiving regular visits from your landlord or real estate agent, for inspections. These inspections help you and the landlord maintain your tenancy. Landlords and real estate agents are required to provide 24 hours' notice of an inspection however you will usually receive up to two weeks' notice in writing that an inspection will occur.

Remember: these inspections are helpful for you and the landlord and can occur every 3-6 months, with the landlord at your home for about 10 minutes. If you follow these key tips below, this inspection process will go by smoothly. They are not designed to be a stressor in your everyday life.

Downloads

Rental Landlord Inspection Readiness

[Rental-Landlord-Inspection-Readiness.pdf](#) [234.24kb]

 Download

Links

- [South Australian Government Forms and fact sheets for private rental tenancies](#) - South Australian Government Forms and fact sheets for private rental tenancies provides forms and fact sheets for private rental tenancies.
- [South Australian Government Forms and fact sheets for private rental tenancies - Other Languages](#) - South Australian Government Forms and fact sheets for private rental tenancies in languages other than English, provides forms and fact sheets for private rental tenancies in languages other than English (including, Arabic,

Chinese, Dinka, Farsi, Hindi, Khmer, Korean, Punjabi, Tagalog, Vietnamese)

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Tenancy

Rental Inspection Checklist

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A few easy tips to help you manage these inspections

- Keep on top of all general housework, just 10 minutes a day will help you do this
- Start preparing for your inspection well before the day of your inspection
- If you have pets, ensure they are put away safely for inspections
- Write down a list of issues you want to discuss with your landlord, maybe there is a leaky tap or a blocked drain that needs their attention
- Clean your home thoroughly, landlords want to keep tenants that look after their homes well by keeping them clean, just as much as you want the opportunity to stay as a tenant
- If there are dirty walls, blown light bulbs, dusty curtains or spills on carpets, give special attention to ensure that you clean these surfaces and replace the light bulbs so that everything is in good working order
- If there is a garden, outside area, make sure you keep everything trimmed and looking tidy for your inspection, mow the lawns, pull out the weeds and water the garden.

Download the **Inspection Readiness Checklist**. You can use it to work your way towards your inspection readiness, and to remind you to talk with your landlord about any issues that you need to bring to their attention.

Downloads

Rental Inspection Readiness Checklist

[Rental-Inspection-Readiness-Checklist.pdf](#) [255.74kb]

Download

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Tenancy

Sharing a House

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Key Responsibilities

- **Pay the right amount of rent, on time**
- **Pay the right share of common bills, on time**
- **Agree in writing at the beginning of your sharing arrangement what portion of the household bills you will contribute too**
- **Understand if you are named on the lease/or not named on the lease and know your rights and responsibilities**
- Clean up after yourself especially in the kitchen and bathroom
- Wash dishes each day
- Wash your clothes and linen regularly
- Remove all rubbish inside the house and outside the house
- Maintain the garden and lawns and other outside spaces of the house

Download the tip sheet to learn more about being a good housemate .

Downloads

House Sharing Tips

[House-Sharing-Tips.pdf](#) [269.43kb]

Download

Links

- [Consumer and Business Services Rooming House Tenancies](#) - Consumer and Business Services provide

support and information about your rights as a tenant of a rental property, room sharing or boarding house. This includes information on residential tenancies, rooming house tenancies and domestic violence protections for renters.

- [Tenants Information and Advisory Service](#) - Tenants Information and Advisory Service is a free and independent information, advice and advocacy to help people on low incomes to sustain their tenancies in private rental, community housing or public housing.



Tenancy

Tenancy Resources

There are many places that can assist you to learn more about managing Tenancies, assist with issues about Tenancy and other housing related matters. Explore this page to find services available.

Links

- [ASIC Money Smart - Indigenous](#) - This link provides information written for Aboriginal and Torres Strait Islander people about budget matters, mobile phones, getting help with money matters, Outreach programs and financial support.
- [Aboriginal Transitional Housing and Support Service \(ATHOS\) Adelaide](#) - ATHOS provides emergency, short and long term accommodation and support. Transitional accommodation in a 24hr staffed facility. Long Term accommodation in 4 houses in northern suburbs. Support for safe 'return to country'. Case management and support.
- [Aboriginal and Torres Strait Islander Drug and Alcohol Services](#) - The Aboriginal Connection Program is a dedicated alcohol and other drug treatment service for Aboriginal people within the inner city and metropolitan areas of Adelaide. The program provides services to clients that frequent New Roads Centre (formally known as Byron Place Community Centre) and Hutt Street Centre which are agencies that provide services to vulnerable people and people who are homeless or at risk.
- [Adelaide Hills Council](#)
- [Alcohol and Drug Information Service \(ADIS\)](#) - ADIS is a confidential telephone counselling, information and referral service for the general public, concerned family and friends, students and health professionals. ADIS is staffed by trained professionals with experience in the alcohol and other drug field. ADIS also provides information about how to access other services including information about available prescribers and pharmacies.
- [Centacare Limestone Coast Domestic Violence Service](#) - Women and children who experience domestic violence in the Limestone Coast region.
- [City of Charles Sturt](#)
- [City of Norwood Payneham & St Peters](#)
- [City of Onkaparinga](#)
- [City of Playford](#)
- [City of Port Adelaide Enfield](#)
- [City of Tea Tree Gully](#)
- [Department of Immigration and Border Protection](#) - This website provides information for individuals and travellers visiting Australia including: visiting Australia, entering or leaving Australia, life in Australia, visa support, importing or buying from overseas, studying in Australia, working in Australia, bringing your family or partners, refugee and humanitarian, Australian Citizenship and more.

- [Department of Social Services - Settlement and Multicultural](#) - The Department of Social Services works to improve the lifetime wellbeing of migrants and refugees settling in Australia by responding to their specific needs, encouraging their independence and participation in the Australian community. They support a productive, harmonious and diverse society for all Australians.
- [Domestic Violence and Aboriginal Family Violence gateway service](#) - A range of support services is available including assistance with housing, legal and income support issues. Multilingual, multicultural workers provide culturally responsive services for Aboriginal women and women from non-English speaking backgrounds. Services also include emergency and short term supported accommodation and domestic violence counselling.
- [Eastern Adelaide Generic Homelessness Service](#) - For adults who are homeless or at risk of homelessness in the Eastern Adelaide region.
- [Emergency Relief and Referral Services - The Open Door](#) - Emergency Relief and Referral Services - The Open Door provides emergency relief and a safe place for anyone requiring help. No appointment is necessary and opening hours are weekdays (excluding public holidays) 9am – 4pm.
- [Hoarding and Squalor SA](#) - A South Australian Service and Support Guide assists the general public and service professionals to navigate their way through local services and provides guidance and strategies to use when dealing with instances of hoarding and/or squalor.
- [HomePlace](#) - HomePlace is an organisation that seeks to establish, manage and maintain a range of accommodation support services for adults living with intellectual and cognitive disabilities and support the rights of people with an intellectual or cognitive disability to have a quality of life that is comparable to those living without disability.
- [Homelessness service provider directory](#) - This SA Government website provides link to organisations that offer a range of community support and information services in addition to specific homelessness programs. The website is organised into categories such as families, adults, young people, and Aboriginal and Torres Strait Islander people.
- [Life Without Barriers](#) - Life Without Barriers provides care and support services across Australia in urban, rural and remote locations. Services include family support and out-of-home care, disability services, home and community care for older Australians, support to refugees and asylum seekers. We also work in the areas of mental health, homelessness and youth justice and we have a strong commitment to Reconciliation and delivering culturally sensitive programs.
- [Mens Shed SA](#) - The South Australian Men's Shed Association (SAMSA) was established in 2012 as the peak body representing men's sheds – in all their various incarnations – in SA. SAMSA is affiliated with the Australian Men's Sheds Association, which is the national organisation representing the interests of Men's Sheds around Australia.
- [Migrant Resource Centre](#) - The Australian Migrant Resource Centre (AMRC) is an independent, non-government, leading settlement agency servicing all of South Australia. The AMRC's purpose is to support the effective settlement and participation of people from refugee and migrant backgrounds, particularly those who are new arrivals to South Australia. Using a community development approach, the AMRC supports new arrivals to contribute effectively to South Australia's society, culture, economy and environment.
- [National Translation Service](#) - Help for non-English speakers, support for interpreters and translating and interpreting services.
- [Salvation Army Assistance](#) - The Salvation Army can offer a range of support services such as homeless and

accommodation, alcohol and drug services, financial counselling, employment, youth issues, problem gambling. Access their website to find out more.

- [UnitingCare Wesley Bowden - Financial Counselling](#) - UCWB Financial Counsellors provide information, support and advocacy to people in financial difficulty. We provide a free, non-judgemental and confidential service.
- [UnitingCare Wesley Bowden- Inner Southern Homeless Service](#) - The Inner Southern Homelessness Service is a regional homelessness gateway and service hub, which facilitates a combination of on-site, community-based outreach and in-home support. They assist people who may be: homeless, at risk of losing their tenancy, residing in a boarding house, or on a wait list for accommodation. Primarily operating across the City of Marion, the City of Holdfast Bay and the City of Mitchum, they are not restricted to providing services to clients residing in these council areas. Th
- [UnitingCare Wesley Bowden- Young Carers Program](#) - The Young Carer Program supports Young Carers, who live in the North and West metropolitan areas of Adelaide, to manage the pressures and responsibilities of their caring role. To be eligible you must be up to the age of 25 years (currently studying) and provides care to someone who has an illness, disability or mental health issue, and live in the West Torrens, Charles Sturt, Port Adelaide Enfield, Salisbury, Playford or Tea Tree Gully council areas.
- [Yarredi Services Inc.](#) - Aboriginal women and their children who are escaping or at risk from domestic violence.
- [Youth Accommodation Aboriginal and Torres Strait Islander Specific Services \(YAATSISS\)](#) - The aim of the YAATSISS program is to assist and support Aboriginal youth, based on the intake criteria of homelessness and youth in crisis and/or at risk of homelessness. It offers a short-term accommodation service from two locations in metropolitan Adelaide – Olga Fudge Lodge for females and Narungga House for males.
- [Youth Services - Playford Community](#) - This resource provides a list of organisations located within the Playford or surrounding area that provide services to or programs for young people aged 12 - 25.