

Important information for Landlords

The following information is provided as a guide only. You should familiarise yourself with your duties and obligations as a landlord under the Residential Tenancies Act.

Information and training is available from :

Consumer Affairs Victoria

Phone: 1300558181

www.consumer.vic.gov.au

When do Victoria University students look for housing?

The peak times are the months leading up to the commencement of the academic year – late January, February and into early March and June & July for the mid year intake.

However there are always a number of VU students looking for housing at any given time.

How does the VU Student Housing Service and database work?

- The VU Housing database operates as a listing agent.
- VU staff do not inspect the property or recommend one landlord over another.
- The Housing Officer does not match or place students with offers of accommodation.
- Landlords can list their accommodation offer into VU Housing database at no cost.
- Offers of accommodation must comply with relevant statutory acts and regulations including the Equal Opportunity Act.
- Students looking for housing access the database to search for suitable accommodation
- Students contact the landlords direct and the negotiations are between the student and the landlord.

In which suburbs do VU students look for housing?

The VU student population is made up of all ages and needs - they may be a TAFE student, apprentice or undertaking Higher Education. They may be single, partnered or a parent. Many will have part time employment to support their studies. They may be international students, locals or from country regions or interstate.

Most will want to live close to the campus where they study or work, therefore all good listings are considered.

VU has campuses at

<ul style="list-style-type: none">• Footscray Park• St Albans• Werribee• King Street (city)• Newport	<ul style="list-style-type: none">• Footscray Nicholson St• Melton• Flinders Street (city)• Sunshine
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What types of housing options do VU students look for?

- share housing
- vacant properties to rent
- student residences & rooming houses (university operated and commercial)

Please note VU does not accept listings of Homestay or Private Board

Share Housing

Share housing is the provision of a bedroom in an established household with use of the household facilities.

This includes bungalows which are not self contained.

The household may be a rented property or an owner occupied home.

This housing option may be offered by

- Other students who have an established household or are forming one
- Families and couples (with or without children)
- Other people in the community

The room offered may be furnished or unfurnished and the cost of utilities (gas, electricity and water) may be included in the rent or may be on a shared arrangement.

To determine the student's tenancy status (that is co-tenant or sub-tenant) and your obligations under the Residential Tenancies Act, landlords are recommended to contact

Consumer Affairs Victoria

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If you are offering share housing in the same building to 4 or more individuals paying separate rent this is classified as a Rooming House

- A rooming house is a building in which rooms are offered for rent to four or more people for short or long term stay
- Rooming houses are subject to requirements under the **Health (Prescribed Accommodation) Regulations 2001** and landlords should contact their local council health department for more details and to register the premises.
- It is recommended that landlords obtain Residential Tenancies Act rooming house information and resources from Consumer Affairs Victoria.

Rental Properties

The size and type of properties VU students seek to rent range from one bedroom property to accommodate a single student or couple to a multi bedroom property to accommodate a student and their family or group of students.

Furnished or semi furnished properties to rent are sought by some VU students and international students.

How much rent can I charge?

When setting your rent bear in mind that most students are on limited income and international students don't receive concessions on public transport etc.

If your rent is set excessively high, you will receive fewer enquiries.

Repairs

The Residential Tenancies Act details the obligations of landlords and tenants in relation to urgent and non urgent repairs.

Bonds

If are offering a property to rent, a co-tenancy, rooming house residency or sub-let vacancy and charge a bond, you must complete a Bond Lodgement Form together with the tenant and lodge it with the Bond Authority within 10 working days of receiving it.

- The maximum bond for a rental property is equivalent to one month rent.
- The maximum bond for rooming houses is equivalent to two weeks rent.

Who pays the utilities charges (gas, electricity and water)

In rented properties with separate meters the tenant pays these charges.

In co-tenant & sub-let share housing the tenants share these costs unless otherwise negotiated.

In a Rooming house the resident pays gas, electricity and water if these are separately metered.

What paperwork should I do?

Landlords can obtain copies of the necessary paperwork and information for tenants from Consumer Affairs Victoria. Including:

- prescribed lease forms
- condition reports
- bond lodgement , bond claim or transfer forms
- Notice to Vacate, Breach of Duty, etc
- booklets “Renting a Home – A guide for tenants and landlords” or “Rooming Houses-A guide for residents, owners and managers”. Failure to provide the tenant or resident a copy of the relevant booklet can result in a fine for the landlord.

If the offer of accommodation is in your private home, it is recommended you provide the student a written agreement and a condition report. The condition report should detail the state of the room and detail any damage and list the furniture.

The written agreement should include details of the rent and when it is to be paid, house rules, period of time required to give notice to vacate etc

The written agreement should be discussed and signed by the student and the landlord and each party keep a copy.

Can I stipulate the gender of my share housemate?

You are able to stipulate the gender of the person you wish to share house for genuine reasons however you cannot stipulate the gender of tenants for rental properties.

Resolving Disputes

The VU Student Housing Service does not resolve disputes between landlords and tenants or housemates.

The Housing Officer may provide VU students with information relating to the Residential Tenancies Act or referral to Tenants Union Victoria , Consumer Affairs Victoria or other relevant support group.

As a landlord, you can obtain information from Consumer Affairs Victoria.

A well written agreement between landlord and student or between housemates will help avoid misunderstandings and disputes.

Insurance

Landlords should have building and contents insurance on their property. If a student's personal property is not covered under your policy, the student is responsible to take their own contents insurance if they wish to.

Contact Us

Victoria University Student Housing Service

Email: housing@vu.edu.au

Web: www.vu.edu.au/housing

Phone: 9919 8801, 9919 2399, 9919 4418