TenancyVault

Landlord Compliance Checklist

England

Record the applicable checks and documents for an England tenancy. This is a planning checklist, not an exhaustive legal assessment or proof of compliance.

PROPERTY DETAILS

PROPERTY ADDRESS _____ POSTCODE _____

LANDLORD / MANAGING AGENT NAME _____ DATE COMPLETED _____

COMPLIANCE REQUIREMENTS

☐ Gas Safety Certificate (CP12)

Annual — Gas Safety Regs 1998

ENGINEER NAME _____ GAS SAFE REGISTER NO. _____ ISSUE DATE _____ EXPIRY DATE _____

☐ Electrical Installation Condition Report (EICR)

At most 5 years; sooner if specified

CONTRACTOR _____ REPORT REF NO. _____ ISSUE DATE _____ NEXT DUE _____

☐ Energy Performance Certificate (EPC)

Valid 10 years; check MEES/exemptions

ASSESSOR NAME _____ EPC RATING _____ ISSUE DATE _____ EXPIRY DATE _____

☐ Smoke Alarms — tested on first day of tenancy

Smoke & CO Alarm Regs 2015 (amended 2022)

LOCATION / FLOOR	ALARM TYPE	TEST DATE	TEST RESULT
			☐ Pass ☐ Fail
			☐ Pass ☐ Fail
			☐ Pass ☐ Fail

☐ Carbon Monoxide Alarms — tested on first day of tenancy

Living-accommodation rooms with a fixed combustion appliance, excluding gas cookers.

LOCATION / NEAR WHICH APPLIANCE	TEST DATE	TEST RESULT
		☐ Pass ☐ Fail
		☐ Pass ☐ Fail

☐ **Written tenancy information / Information Sheet**

New private assured tenancy: prescribed written information before agreement. Existing written tenancy: official Information Sheet generally due 31 May 2026; check special transition timings. Older wholly oral tenancy: written terms. How to Rent was withdrawn on 1 May 2026.

DOCUMENT / EDITION _____ DATE SUPPLIED _____ METHOD ☐ PRINTED ☐ PDF ATTACHMENT _____

☐ **Right to Rent Checks completed** Immigration Act 2014

DATE CHECKED _____ CHECKED BY _____ DOCUMENTS VERIFIED _____

☐ **Deposit Protected with approved scheme** Housing Act 2004 — within 30 days

SCHEME ☐ DPS ☐ MYDEPOSITS ☐ TDS _____ CERTIFICATE / REF NO. _____ DATE PROTECTED _____

☐ **Deposit information: tenants and relevant payer**

DATE SERVED _____ METHOD ☐ PRINTED ☐ EMAIL ☐ PORTAL _____

☐ **Tenancy Agreement signed by all parties**

DATE SIGNED _____ COPIES GIVEN TO TENANT _____

☐ **Legionella Risk Assessment** HSE L8 guidance

ASSESSED BY _____ ASSESSMENT DATE _____ REVIEW DUE _____

☐ **Property licence (where required; check council rules)**

LICENCE NO. _____ ISSUING AUTHORITY _____ EXPIRY DATE _____

SIGNATURES

LANDLORD / AGENT NAME _____

SIGNATURE _____

DATE _____

TENANT NAME _____

TENANT SIGNATURE (RECEIPT ACKNOWLEDGEMENT) _____

DATE _____