

New tenancy visit



Client: Susie Tranter

Tenancy Seq No: 8053053

Address:

125 Bliss Road
Dorchester
Dorset
DT1 1XJ

Rent Account No: 52257

Visit Date: 01/09/2025

Checks	
Have all void repairs been completed?	Yes
Is warden unit working – have they been contacted?	No. Not applicable – this is a general needs home.
Have electric/gas checks been completed?	Yes
Are there any new repairs they wish to report?	None currently.
General condition of the property	
Is there evidence of use of decoration vouchers?	Yes, Mrs Tranter has decorated her home
Is the garden free of rubbish and in a tidy condition?	Yes
Is the property being maintained satisfactorily?	Yes
Is there a fitted battery fire alarm and is it working?	Yes
Have you discussed the annual gas/solid fuel safety visit, and is the customer aware of their obligations to allow access to do the check and the actions we would take if access is denied?	Yes
Have they familiarised themselves with fire safety notice and procedure for their communal building?	Yes
Rent Account	
Is the rent account clear?	No
Has Housing Benefit been awarded?	No
Is Housing benefit further information required?	No

Is the tenant interested in Home Contents Insurance?	No
Would the customer like any help from our money matters or tenancy support team, or any other support agency?	No
If rent account is in arrears, provide details of rent officer.	
Other Issues	
Has tenant advised Benefits Agencies/ Council Tax of new address?	Yes
If tenant has pets, check no shared entrances/high rise?	No
Has permission been granted?	No
Formal letter to be sent out to state permission	
Ask tenant if things are generally ok, are they experiencing any problems/difficulties?	New mobile number – 07697 886 452
What happens next?	Your tenancy will convert to an assured tenancy at 12 months providing there are no problems
Signed by:	
Further visit arranged?	
Outcome of visit, is further action required?	No