

**Agreement for the  
Retention (and possible use) of Keys by Landlord**

**Name of Tenant(s):** \_\_\_\_\_

**Address:** \_\_\_\_\_

**AGREEMENT**

The tenant is not obligated to accept any part of this agreement and may refuse the landlord permission to retain a set of keys for the property.

The tenant may refuse to accept any part of the agreement by deleting the appropriate section in the agreement.

If the tenant refuses to sign the agreement or any part of the agreement it will in no way affect the tenancy or the tenants rights.

Please note that the tenant will be responsible for any costs of reinstatement or repair arising from lost keys or changed locks, and will be required to return or reinstate all keys or original locks at the end of the tenancy.

I agree/ do not agree that \_\_\_\_\_(Landlord) can keep possession of a set of keys for the above address.

I give permission for the keys to be kept or used in the following circumstances.  
(Delete as appropriate)

- In the presence of the tenant (e.g. where the tenant's keys have been lost or mislaid).
- For the landlord to enter the property to carry out repairs only with the express written permission of the tenant.
- For an agent of the landlord to enter the property to carry out repairs only with the express written permission of the tenant.
- For the landlord to enter the property to carry out an inspection of the property only with the express written permission of the tenant.
- To allow the landlord to provide a spare set of keys to the tenant should keys be lost.

**Signature of Tenant(s):** \_\_\_\_\_

**Signature of Landlord:** \_\_\_\_\_ **Date:** \_\_\_\_\_