THE LETTINGS HUB
*the home for lettings*

# YOUR GUIDE TO ASSURED SHORT TERM TENANCY CHANGES

## | RENTERS' RIGHTS ACT

From 1st May, the Renters' Rights Act introduces a fundamental shift in how tenancies are created, documented, and managed. In this toolkit, we explain what agents need to know in the interim period to ensure tenancy paperwork, templates, and delivery processes are compliant throughout the transition period, and beyond.

## PART 1 | THE KEY CHANGES AT A GLANCE

From 1st May 2026, all new private tenancies become open-ended periodic agreements, with fixed terms and renewal cycles no longer define tenancy endings.
Tenancies will only end where:

- The tenant leaves voluntarily, or
- Possession is sought using a valid Section 8 ground

Additionally, landlords must provide tenants with written terms before the agreement is entered into, and existing tenants must receive a government Information Sheet by 31st May.

## PART 2 | TRANSITIONAL TIMELINE

### KEY DEADLINES AGENTS MUST WORK TO:

**Now until April 2026 |**
Review tenancy templates and workflows

**1st May 2026 |**
New tenancy model goes live: all new tenancies are open-ended periodic.

**31st May 2026 |**
Existing tenants must be issued with the government's Information Sheet.

## PART 3 | WHICH PAPERWORK APPLIES?

### 1 Scenario 1: Existing tenancy already in place before 1st May

- The tenancy continues automatically.
- Agents do not need to re-sign any agreements.
- But tenants must receive the Information Sheet by 31st May.

### 2 Scenario 2: New tenancy starting on or after 1st May

- Use the new open-ended agreement structure
- Ensure the new written terms are issued before the tenancy is entered into

## PART 4 | TENANCY AGREEMENT AUDIT

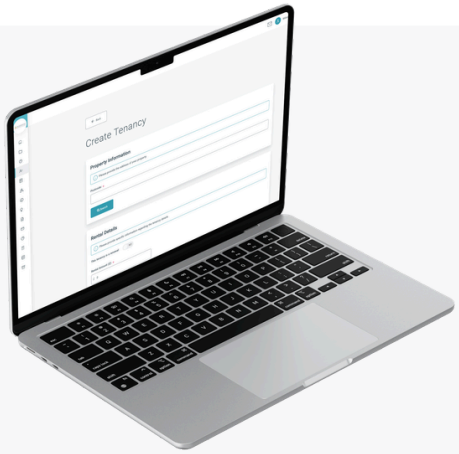
Agents should audit all current tenancy agreement templates to ensure they don't contain outdated fixed-term clauses.

### 1 Review your templates to ensure:

- ○ Language that implies a fixed-term tenancy that ends automatically.
- ○ Renewal clauses don't conflict with the new periodic model.
- ○ Notice wording is removed that assumes Section 21 remains.

### 2 Check if your updated tenancy templates reflect:

- ○ Open-ended periodic tenancy structure from 1st May.
- ○ Possession via Section 8 grounds.
- ○ The new written terms process required at the start of the tenancy.




## MANAGING IN BOX

Agents have two choices when managing Tenancy Agreements in BOX:

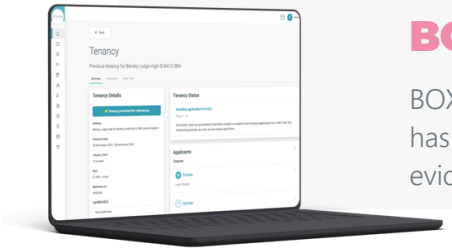
1. Use our standard templates and clauses; they'll be automatically updated with the new rules.
2. Arrange to upload your own agreements to BOX.

Speak to your Client Relationship Manager to discuss your options today.

## PART 5 | WRITTEN TERMS DUTY

From 1st May, tenants must be provided with written tenancy terms before the agreement is entered into. This means agents must build written terms into their new tenancy processes, rather than treat them as a post-move-in admin task. Agents should ensure:

- Written terms are issued before agreements are signed.
- Tenants can access them all documents.
- You can evidence the documents have been served.




### BOX CLEVER

BOX allows agents to confirm the documentation has been sent to the tenant; fully auditable and evidenced in the event of a challenge.

## PART 6 | THE INFORMATION SHEET ROLLOUT TO EXISTING TENANCIES

By 31st May, tenants must be provided with a government-produced Information Sheet explaining the new regime. This applies to all existing tenancies.

### REQUIREMENT CHECKLIST:

- Produce a list of all tenancies that will require the information sheet.
- Ensure all details are up to date, so you are able to email or post the letter to the right person
- Create a process on how you will capture the receipt from the tenant.

### TEMPLATE DATA TO COLLECT

| Tenant Names | Property Address | Date Issued | Delivery Method | Proof Saved |
|---|---|---|---|---|
| | | | | |

# AGENT PREPARATION CHECKLIST

Agents should ensure the following is complete before 1st May deadline:

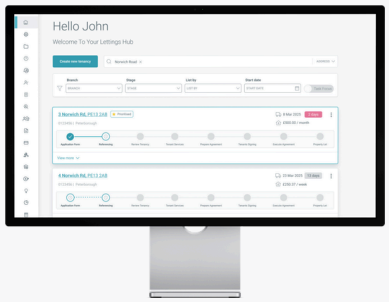
- Tenancy templates updated and reviewed.
- Written terms are provided at the start of all new tenancies.
- The Information Sheet rollout plan in place.
- Evidence of the tenancy documents in place.
- Documents can be fully audited and evidenced if required.




DOWNLOAD TODAY

The shift to open-ended tenancies is not simply a legislative change, it represents a change to agent practices.

Agents who take action now will be in the strongest position to stay compliant and avoid any last-minute documentation issues. Most importantly, early preparation will help agents guide landlords smoothly through a more structured and evidence-based tenancy regime from 1st May.




## BOX IS RENTERS' RIGHTS READY

The Renters' Rights Act presents an opportunity to further empower our clients. Our award-winning tenancy management platform, BOX, has been meticulously enhanced to ensure our 1,500+ customers are not only compliant with the new legislation but also poised for success in 2026 and beyond.

**BOOK A DEMO TODAY - LETTINGSHUB.CO.UK**

## NEED A REFRESH?

Visit our Renters' Rights Hub to discover more tool kits and guides to help you stay on top of the changes.

**TAKE A LOOK - RENTERS' RIGHTS HUB**

