



# Right to Rent Checks

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## What the Law Requires

Under the Immigration Act 2014, landlords must check that all adult tenants have the legal right to live in the UK.

Failure to comply can lead to civil penalties up to £10,000+ per occupier.

## Your Key Responsibilities

### 1. Check ALL adults before tenancy starts

This includes:

- Main tenants
- Subtenants
- Adult children (18+) living in the home
- Anyone named on the tenancy agreement

Checks must be completed **before** occupation.

### 2. Verify acceptable documents

Examples include:

- British or Irish passport
- UK birth certificate (with matching proof)
- Biometric Residence Permit
- EU Settlement Scheme status
- Home Office immigration status via share code system

✓ You must check documents **in the presence of the tenant**, in person or via video call.



### 3. Record and keep evidence

You must:

- Take clear copies of documents
- Note date of the check
- Keep copies for **12 months after tenancy ends**

Digital storage is acceptable.

### 4. Complete follow-up checks

For tenants with time-limited visas, you must:

- Check again before visa expiry
- Record the new date
- Keep updated copies

### Practical Timeline

Action	When
Initial document check	Before tenancy starts
Copy documents	Immediately
Follow-up checks	Before visa expiry
Keep records	12 months after tenancy ends



## Common Mistakes Landlords Make

- Not checking all adults.
- Accepting wrong or expired documents.
- Not keeping copies.
- Forgetting follow-up checks on time-limited visas.
- Relying on agents without confirming checks were done.
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## Quick Compliance Checklist

- Documents checked
- Copies stored
- Follow-up dates recorded
- Tenant share code verified (if applicable)
- Evidence saved securely