TAFLEN GWYBODAETH

Cychwyn tenantiaeth a symud i mewn

POB DYMUNIAD DA I CHI YN EICH CARTREF NEWYDD

Cychwyn eich tenantiaeth:

- Cyn cychwyn eich tenantiaeth newydd, bydd angen i chi ddod â'ch tenantiaeth bresennol i ben. Bydd angen i chi drafod hyn efo eich landlord neu edrych ar eich cytundeb tenantiaeth i wybod faint o rybudd sydd angen ei roi.
- Os hoffech drefnu i weld yr eiddo, cysylltwch gyda ni i drefnu hyn. Ni ddylech o dan unrhyw amgylchiadau fynd i'r eiddo gwag cyn arwyddo eich cytundeb tenantiaeth newydd gyda CCG.
- Nid yw CCG yn darparu carpedi mewn eiddo, cyfrifoldeb y tenant yw hyn.
- Nid oes dodrefn nac offer yn eiddo CCG; cyfrifoldeb y tenant yw hyn.

Cyn i chi symud i'ch tŷ newydd rhaid:

- Talu eich holl rent / taliadau hyd at ddiwedd eich tenantiaeth bresennol. Bydd angen i chi dalu un wythnos o rent a tâl gwasanaeth (os yw'n berthnasol) i CCG pan fyddwch yn arwyddo eich tenantiaeth newydd.
- Sicrhau bod pob cais Budd-dal Tai a gordaliadau wedi eu datrys. Ffoniwch adran Budd-dal Tai'r Cyngor / tîm rhent CCG am gyngor pellach.
- Trafodwch unrhyw gymorth yr ydych ei angen gyda Thîm Gosod CCG, Shelter Cymru neu CAB o ran dod a'ch tenantiaeth i ben a/neu symud i gartref newydd.
- Os yn berthnasol, trafodwch gydag eich gweithiwr cymdeithasol/cefnogol am faterion sy'n ymwneud a symud eiddo.
- Trefnu'r symud gyda theulu / ffrindiau neu gwmni symud tŷ.

Rhestr wirio

- ☐ Nodwch ddarlleniadau terfynol nwy, trydan a dŵr yn y cyfeiriad presennol a rhowch wybod i gyflenwyr eich bod yn symud. Gwnewch yn siŵr eich bod yn gwneud yr un fath pan ydych yn symud i'ch cyfeiriad newydd
- ☐ Datgysylltwch y ffôn a threfnwch gyda'r cwmni ffôn am gyfrif terfynol yn eich cyfeiriad presennol a chymryd drosodd / gosod ffôn yn eich cyfeiriad newydd
- ☐ Ar ôl i chi symud i mewn i'ch eiddo a chyflenwr nwy wedi ei drefnu, bydd angen i chi gysylltu â CCG i drefnu ail archwiliad nwy.
- ☐ Rhoi gwybod i'ch darparwr band llydan a Sky ayb eich bod yn symud
- ☐ Rhoi gwybod i'r cwmni trwydded teledu eich bod yn symud
- ☐ Gofyn i'r Post Brenhinol ailgyfeirio eich post
- ☐ Gadael i'ch perthnasau a ffrindiau wybod pryd y byddwch yn symud a beth yw eich cyfeiriad newydd
- ☐ Gadael i bobl berthnasol fel eich doctor, deintydd neu wasanaethau cymdeithasol wybod eich cyfeiriad newydd
- ☐ Canslo unrhyw beth a gaiff ei ddanfon i'ch cyfeiriad presennol e.e. papur/llefrith ayb a thalu unrhyw arian sy'n ddyledus
- ☐ Gadael i adran Budd-dal Tai a Threth y Cyngor yng Nghyngor Gwynedd gwybod
- ☐ Mewn tywydd oer, trowch y cyflenwad dŵr i ffwrdd yn y prif gyflenwad
- ☐ Gwnewch yn siŵr nad ydych wedi gadael unrhyw beth ar ôl yn eich hen gyfeiriad
- ☐ Gadael eich cartref mewn cyflwr glan a thaclus
- ☐ Cloi bob drws a ffenestr cyn gadael eich eiddo presennol
- ☐ Pam na wnewch chi holi i weld pwy sy'n rhydd pan fyddwch yn symud, gall ffrindiau a theulu fod o gymorth mawr wrth symud
- ☐ Trefnu yswiriant cynnwys y cartref ar gyfer eich cartref newydd
- ☐ Cysylltwch gyda Cyngor Gwynedd am unrhyw wybodaeth am sbwriel (casglu biniau), ysgolion ayb.

Yn parhau drosodd >>

CARTREFI CYMUNEDOL GWYNEDD

TAFLEN GWYBODAETH

Cychwyn Tenantiaeth a Symud i Mewn

Am fwy o wybodaeth

Am fwy o wybodaeth am unrhyw beth ar y daflen hon, cysylltwch gyda ni ar **0300 123 8084** neu ymholiadau@ccgwynedd.org.uk / www.ccgwynedd.org

Os hoffech gael y daflen hon mewn fformat gwahanol, fel llythrennau bras neu mewn iaith arall, cysylltwch â ni ar 0300 123 8084.

CARTREFI CYMUNEDOL GWYNEDD

FACT SHEET

Starting your tenancy and moving in

WE HOPE YOU'LL BE HAPPY IN YOUR NEW HOME

Starting your tenancy:

- Before starting your new tenancy, you will need to terminate your current tenancy. You will need to discuss this with your landlord or look in your tenancy agreement to know how much notice you need to give.
- If you would like to arrange a viewing of the property, please contact us to arrange this. You should not under any circumstances, go to the empty property before signing your new tenancy agreement with CCG.
- CCG do not provide carpets in the properties, this is the tenants responsibility.
- CCGs properties do not include furniture or appliances; this is the responsibility of the tenant.

Before you move into your new home:

- Pay all rent / charges up to the end of your current tenancy. You will need to pay CCG one week's rent and service charges (if applicable) in advance when you sign your new tenancy.
- Ensure that all Housing Benefit applications and over payments are resolved. Please contact the Council's Housing Benefit department / CCG rent team for further advice.
- Discuss with the Allocations Team, Shelter Cymru or CAB any support you may need regarding starting you tenancy and/or moving to your new home.
- If relevant, discuss any matters related to moving property with your social/support worker.
- Arrange your move with family/friends or a Removal Company.

Checklist

- ☐ Take final readings for gas, electric and water meters at current address, and inform your suppliers of your move. Make sure you do the same as soon as you move into your new address
- ☐ Disconnect the phone, and arrange with the telephone company for a final account at your current address, and to take over/install a telephone at your new address
- ☐ Once you have moved into your property and a gas supplier arranged, you will need to contact CCG to arrange a second gas check
- ☐ Inform your broadband provider and Sky etc that you are moving
- ☐ Inform TV Licencing that you are moving
- ☐ Contact Royal Mail regarding re-directing your post
- ☐ Let your relatives and friends know when you'll be moving and what is your new address
- ☐ Let relevant people such as your doctor, dentist or social services know of your new address
- ☐ Cancel any deliveries to your present address e.g. paper/milk etc and settle any outstanding bills
- ☐ Inform the Housing Benefit and Council Tax department at Gwynedd Council
- ☐ In cold weather, turn the water supply off at the mains
- ☐ Check that you have not left any thing behind at the address that you are moving from
- ☐ Leave your home in a clean and tidy condition
- ☐ Secure all doors and windows before leaving your present property
- ☐ Ask around to see who's free around your moving date, friends and family can be great help during the move
- ☐ Arrange Home Contents Insurance for your new home
- ☐ Contact Gwynedd Council for any information regarding refuse (bin collections), schools etc.

Continues >>

CARTREFI CYMUNEDOL GWYNEDD

FACT SHEET

Starting your Tenancy and Moving in

For more information

For more information about anything included in this leaflet, please contact us on **0300 123 8084** or enquiries@ccgwynedd.org.uk / www.ccgwynedd.org

If you would like to receive this leaflet in a different format, such as Braille, large text or in another language, contact us on 0300 123 8084.

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