
TENANCY AGREEMENT TEMPLATE – GHANA

Mobile-Optimized | Jurisdictional Segmentation | Digital Signature Ready

Date: ____ / ____ / 20____

Landlord: [Full Name]

Tenant(s): [Full Name(s)]

Property Address: [Full Address]

Property Type: [Apartment / Shop / Warehouse / Studio / etc.]

Furnishing: [Furnished / Unfurnished]

Tenancy Type: ☐ Residential ☐ Commercial ☐ Short-Term

TENANCY DURATION

- **Start Date:** ____ / ____ / 20____
 - **End Date:** ____ / ____ / 20____
 - **Renewal Terms:** ☐ Auto-renew ☐ Requires Notice ☐ Fixed Term Only
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RENT & PAYMENT

- **Monthly Rent:** GHS [Amount]
 - **Payment Frequency:** [Monthly / Quarterly / Full Term]
 - **Payment Method:** [Bank / MoMo / Cash]
 - **Due Date:** [e.g., 5th of each month]
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SECURITY DEPOSIT

- **Amount:** GHS [Amount]
 - **Refundable:** Yes, subject to inspection and settlement of bills
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UTILITIES

Tenant is responsible for:

- ☐ Electricity
 - ☐ Water
 - ☐ Waste Disposal
 - ☐ Internet ☐ Gas ☐ Generator Fuel
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MAINTENANCE

- Tenant maintains interior condition
- Landlord handles structural repairs unless damage is tenant-caused

USE OF PROPERTY

- **Purpose:** ☐ Residential ☐ Business: _____
- **Subletting:** ☐ Allowed with consent ☐ Not Allowed
- **Alterations:** ☐ Allowed with approval ☐ Not Allowed

COMMERCIAL CLAUSE (IF APPLICABLE)

- Business license required
- Signage must be approved
- Operating hours: [Specify]
- Compliance with local zoning and safety laws

SHORT-TERM CLAUSE (IF APPLICABLE)

- Full rent payable upfront
- Cleaning fee: GHS [Amount]
- Inventory checklist attached
- No refunds for early departure unless force majeure

CO-TENANT CLAUSE

- All co-tenants are jointly liable
- Each must sign and provide ID
- Shared responsibilities for rent and damages

PET CLAUSE

- Pets: ☐ Allowed ☐ Not Allowed
- Pet fee: GHS [Amount]
- Tenant responsible for pet hygiene and damage

TERMINATION

- Notice period: [e.g., 1 month]
- Property must be returned in good condition
- Deposit refunded within [e.g., 14 days]

INSPECTION

- Landlord may inspect with 24-hour notice

DISPUTE RESOLUTION

- First attempt: Amicable resolution
- Fallback: Rent Control Department of Ghana

GOVERNING LAW

- Laws of the Republic of Ghana apply

SIGNATURES

Landlord: _____ Date: _____

Tenant(s): _____ Date: _____

Witness (Landlord): _____ Signature: _____

Witness (Tenant): _____ Signature: _____
