



## **PRESCRIBED INFORMATION RELATING TO TENANCY DEPOSITS**

### **The Deposit Protection Service**

NOTE: The Landlord must supply the Tenant with the Prescribed Information regarding any tenancy deposit required to be dealt with under the custodial tenancy deposit scheme.

1. The name, address and contact details of the Scheme Administrator of the Tenancy Deposit Scheme that is safeguarding your tenancy deposit is:

### **The Deposit Protection Service (The DPS)**

**The Pavilions**

**Bridgwater Road**

**Bristol**

**BS99 6AA**

**Telephone No. 0844 4727 000**

**Email address: [enquiries@depositprotection.com](mailto:enquiries@depositprotection.com)**

2. Information contained in a leaflet supplied by the Scheme Administrator to the Landlord explaining the operation of the provisions contained in the statutory scheme can be found in the **attached Terms and Conditions**.
3. Information on the procedures applying for the release of the deposit at the end of the tenancy can be found in the **attached Terms and Conditions**.
4. Procedures that apply under the Scheme where either the Landlord or the Tenant is not contactable at the end of the tenancy can be found in the **attached Terms and Conditions**.
5. Procedures that apply under the Scheme where the Landlord and the Tenant dispute the amount to be repaid to you in respect of the deposit can be found in the **attached Terms and Conditions**.
6. The facilities available under the Scheme for enabling a dispute relating to the deposit to be resolved without recourse to litigation. There is an alternative Dispute Resolution Scheme available enabling an independent adjudicator to decide on any dispute. **See attached Terms and Conditions for further information** in accordance with The Housing (Tenancy Deposits) Prescribed Information Order 2007.

7. Tenancy specific information

<b>Tenants</b>	
(a) Amount of deposit paid (b)	
(b) Address of property to which the tenancy relates	
(c) Name, address and details of Landlord or Agent	
(d) Name, address and contact details of the Tenant(s)	
(e) Name of Third Party making the payment	
(f) Circumstances when all or any part of the deposit may be retained by the Landlord. Refer to Clause(s) of Tenancy Agreement.	
<p>I/We (being the Landlord) certify that –</p> <p>(i) The information provided is accurate to the best of my/our knowledge and belief</p> <p>(ii) I/We have given the Tenant(s) the opportunity to sign this document by way of confirmation that the information is accurate to the best of the Tenant(s) knowledge and belief</p>	
Landlord / Agent	Tenants
Signature	Signature
Date	Date
<p>A copy of the Deposit Protection Service Terms and Conditions is attached to this document. It is also available to download from <a href="http://www.depositprotection.com/Documents/scheme_rules.pdf">http://www.depositprotection.com/Documents/scheme_rules.pdf</a></p>	