

Rent/Deposit and Bond Scheme

Please be aware that this leaflet contains basic information only and is no substitute for seeking individual advice. This leaflet describes how the scheme works and who can apply. Herefordshire Council provides a free, impartial and confidential homelessness and housing advice service to everybody who lives in the county.

If you would like help to understand this document, or would like it in another format or language, please call 01432 260500 or e-mail info@herefordshire.gov.uk



The council's Rent/Deposit and Bond Scheme is intended to help people in need of housing, who are unable to raise the rent in advance and/or the deposit the landlord may require to secure accommodation in the private rented sector.

What does the scheme cover?

Rent in Advance:

- Covers up to a maximum, equivalent to 1 month's rent, to cover the rent in advance

Does NOT cover:

- any deposit required or damage to the property.

Deposit:

- Covers a maximum equivalent to 1 month's rent

Does not cover:

- Normal wear and tear
- Rent Arrears

Who can apply?

Criteria is as follows:

- Is in housing need
- Lives, works or has a local connection with the county of Herefordshire
- Has savings less than £500
- Does not own their own a property anywhere in the world
- Does not have a property available to occupy elsewhere

Bond

In some circumstances we will not provide a deposit, however we will provide a bond. A bond is our agreement with the landlord to cover damages up to the level of deposit that is normally required.

Does not cover:

- Normal wear and tear
- Rent arrears

How does the scheme work?

- A. Applicants self refer, or are referred from any agency
- B. A standard enquiry form is completed to register interest in the scheme.
- C. Applicant seeks property which meets their assessed needs.
- D. Once property found, details of landlord, rent/deposit or bond required provided to the council.
- E. Council will contact landlord with details of scheme and terms and conditions.
- F. Council officer visits property to check and note condition, i.e. free from hazards.

G. Agreement signed by landlord, applicant and the council confirming acceptance by all parties of the scheme's terms and conditions and payment to be made.

H. Deposit and/or rent or bond paid by the council, in the form of a cheque, direct to landlord/or agent.

I. Tenant(s) must repay any loan that was granted as part of the scheme.

The council will set up an account with tenant to repay the deposit and/or rent in advance and will be issued with a payment card.

What happens on the termination of the tenancy?

The tenant notifies the council giving reasons for termination of the tenancy.

The council will confirm with the landlord and assist the tenant to seek any appropriate advice.

The landlord should notify the council and the tenant should a claim against the deposit or rent in advance be required within 7 working days.

The council will only visit should the deposit be retained by the landlord, otherwise the landlord will either reimburse the council or tenant of the deposit and rent in advance held (dependant on the amount repaid by the tenant to the council).

The Rent/Deposit Scheme is NOT a solution to an emergency situation as it may take 5-10 working days to process your application and reach a decision.

For further details please contact:

**Herefordshire Council,
Regeneration directorate,
Strategic housing services,
Housing advice and options service,
Garrick House, Widemarsh Street,
HEREFORD HR4 9EU
Telephone No: 01432 261600
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