

## 1983 No. 266

## LANDLORD AND TENANT

**The Rent (Forms etc.) Regulations (Northern Ireland) 1983**

*Made* . . . . . 6th September 1983

*Coming into operation* . . . . . 28th September 1983

The Department of the Environment, in exercise of the powers conferred on it by Article 74(1) of the Rent (Northern Ireland) Order 1978(a) and of all other powers enabling it in that behalf hereby makes the following regulations:

*Citation and commencement*

1. These regulations may be cited as the Rent (Forms etc.) Regulations (Northern Ireland) 1983 and shall come into operation on 28th September 1983.

*Interpretation*

2. In these regulations:—

“the Order” means the Rent (Northern Ireland) Order 1978;

“register” means the register of rents referred to in Article 25(1) of the Order.

*Revocation*

3. The Rent (Forms) Regulations (Northern Ireland) 1978(b) are hereby revoked.

*Forms to be used*

4. The forms set out in Schedule 2 (of which a list is set out in Schedule 1) shall be the forms to be used in the exercise of functions under the Order.

*Particulars to be contained in register of rents*

5. The register shall contain the particulars with regard to a regulated tenancy or a restricted tenancy which are set out in Schedule 3.

*Fee for certified copy of entry in register of rents*

6. The fee to be paid under Article 25(8) of the Order for a certified copy of an entry in the register shall be 50p.

Sealed with the Official Seal of the Department of the Environment for Northern Ireland on 6th September 1983.

(L.S.)

*E. A. Simpson*

Assistant Secretary

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(a) S.I. 1978/1050 (N.I. 20) as amended by S.I. 1983/1118 (N.I. 15)

(b) S.R. 1978 No. 260

SCHEDULE 1

**List of Forms**

*Form No.*

1. Notice of application to a district council to ascertain whether a dwelling-house meets the regulated tenancy standards.
2. Notice of application to a district council to ascertain whether a dwelling-house owned by an unregistered housing association meets the regulated tenancy standards.
3. Regulated rent certificate.
4. Restricted rent certificate in respect of a dwelling-house owned by an unregistered housing association.
5. Notice of refusal of application for regulated rent certificate.
6. Application for registration of rent of a regulated tenancy.
7. Application for registration of rent of a restricted tenancy.
8. Notification of registration of rent of a regulated tenancy.
9. Notification of registration of rent of a restricted tenancy.
10. Notice of increase in rent of a regulated tenancy.
11. Certificate of Disrepair.
12. Notice by rent assessment committee requiring information.

## SCHEDULE 2

FORM NO. 1

Article 10(2)

- (i) ..... Council  
(ii) .....

**Notice of application to a District Council to ascertain whether a dwelling-house meets the regulated tenancy standards under the Rent (Northern Ireland) Order 1978.**

To (iii).....

1. Take notice that (i)..... Council has received an application to ascertain whether the dwelling-house at (iv) ..... meets the regulated tenancy standards (see Notes (3) to (6)).
2. A copy of the application is enclosed.
3. You may, within 28 days from the service of this notice, make representations to the Council as to whether or not the dwelling-house meets the regulated tenancy standards.
4. You should read the notes below which explain the regulated tenancy standards and the effect they have on your rent.

Dated this ..... day of ..... 19.....

.....  
*For and on behalf of the Council*

- (i) Insert name of Council
- (ii) Insert address of Council
- (iii) Insert name and address of landlord (or agent) or tenant as appropriate
- (iv) Insert address of dwelling-house.

## NOTES

- (1) Article 9(1) of the Rent (Northern Ireland) Order 1978 provides that a district council shall if an application is made to it in that behalf at any time by the landlord under a restricted tenancy, cause the dwelling-house in which the tenancy subsists to be inspected with a view to ascertaining whether it meets the regulated tenancy standards.
- (2) Article 9(2) provides that where on such an application the Council is satisfied that a dwelling-house meets the regulated tenancy standards it shall issue a certificate to that effect.
- (3) The Council will issue a regulated rent certificate if it is satisfied that the dwelling-house meets the regulated tenancy standards in Schedule 3 to the Rent (Northern Ireland) Order 1978, as amended by paragraph 7 of Schedule 9 Part II to the Housing (Northern Ireland) Order 1983. A dwelling-house satisfies the regulated tenancy standards if:—
  - (a) it is structurally stable;
  - (b) it is substantially free from damp;
  - (c) it has satisfactory provision for natural lighting and for ventilation;
  - (d) it has an adequate piped supply of wholesome water available within the dwelling-house;
  - (e) it has a water closet available for the exclusive use of the occupants of the dwelling-house;
  - (f) it has an effective system for the drainage and disposal of foul and surface water;
  - (g) it has satisfactory facilities for the storage and preparation of food within the dwelling-house;

- (h) its internal arrangement is satisfactory;
  - (i) it has a hot water supply at a sink within the dwelling-house;
  - (j) it is in such a state of repair as to render it reasonably suitable for occupation
- (4) A dwelling-house shall be deemed to satisfy the standards set out in sub-paragraphs (g) and (h) of paragraph 3 insofar as it is not so defective in those respects as to be rendered unfit under Article 46 of the Housing (Northern Ireland) Order 1981.
- (5) For the purposes of determining whether a dwelling-house which receives (or is capable of receiving) a supply of electricity or gas, meets the standard set out in paragraph (3)(j) (but without prejudice to the generality of that sub-paragraph) the condition of any installations for the supply of electricity or gas shall be taken into account. "Installations" includes any pipes, fittings and meters installed for the purposes of or in connection with the supply of electricity or gas, but does not include any apparatus or appliances designed for making use of such supply.
- (6) If the Council issues a regulated rent certificate in respect of the dwelling-house the landlord or the tenant may apply to the Department of the Environment to register a new rent.
- (7) The registered annual rent would be 2½ times the net annual value of the dwelling-house, subject to a maximum of £8 per week plus the statutory increases introduced by the Department of the Environment under Article 33 of the Rent (Northern Ireland) Order 1978. If the landlord or tenant considers that this is not an appropriate rent he may apply to a rent assessment committee. A full explanation of the appeal procedure is included in the notice of registration issued by the Department.
- (8) If the Council is not satisfied that the dwelling-house meets the regulated tenancy standards it will give the landlord notice of its refusal of his application. This notice will state the reasons for refusal, and will also indicate the works which in the opinion of the Council will be necessary for the dwelling-house to meet the regulated tenancy standards.
- (9) If the Council is not satisfied that the dwelling-house meets the regulated tenancy standards, the rent will be restricted to what was legally chargeable before 1st October 1978. The tenant or the landlord may apply to have this rent registered by the Department of the Environment.

(i) ..... Council

(ii) .....

**Notice of application to a District Council to ascertain whether a dwelling-house owned by an unregistered housing association meets the regulated tenancy standards**

To (iii).....

- 1. Take notice that (i) ..... Council has received an application to ascertain whether the dwelling-house at (iv) ..... meets the regulated tenancy standards.
- 2. A copy of the application is enclosed.
- 3. You may, within 28 days of the service of this notice, make representations to the Council as to whether or not the dwelling-house meets the regulated tenancy standards.
- 4. You should read the notes below which explain how the issue of a restricted rent certificate will affect the rent of the dwelling-house.

Dated this                                  day of                                  19 .....

.....  
*For and on behalf of the Council*

- (i) Insert name of Council
- (ii) Insert address of Council
- (iii) Insert name and address of landlord (or agent) or tenant as appropriate
- (iv) Insert address of dwelling-house.

NOTES

- (1) Article 8 of the Rent (Northern Ireland) Order 1978, as amended by Article 96(4) of the Housing (Northern Ireland) Order 1983, provides that a district council shall, if an application in that behalf is made to it not later than 27th September 1984 by a landlord or a tenant of a dwelling-house owned by an unregistered housing association and deemed to be subject to a regulated tenancy, cause that dwelling-house to be inspected with a view to determining whether it should in fact be subject to a restricted tenancy, insofar as it falls short of the regulated tenancy standards in Schedule 3 to the Rent (Northern Ireland) Order 1978, as amended by paragraph 7 of Schedule 9 Part II to the Housing (Northern Ireland) Order 1983.
- (2) The Council will issue a restricted rent certificate if it is satisfied that the dwelling-house does not meet the regulated tenancy standards.
- (3) If a restricted rent certificate is issued in respect of the dwelling-house the rent will be restricted to what was legally chargeable before 28th September 1983. The landlord or the tenant may apply to have this rent registered by the Department of the Environment.
- (4) A dwelling-house will satisfy the regulated tenancy standards if:—
  - (a) it is structurally stable;
  - (b) it is substantially free from damp;
  - (c) it has satisfactory provision for natural lighting and for ventilation;
  - (d) it has an adequate piped supply of wholesome water available within the dwelling-house;
  - (e) it has a water closet available for the exclusive use of the occupants of the dwelling-house;

- (f) it has an effective system for the drainage and disposal of foul and surface water;
  - (g) it has satisfactory facilities for the storage and preparation of food within the dwelling-house;
  - (h) its internal arrangement is satisfactory;
  - (i) it has a hot water supply at a sink within the dwelling-house;
  - (j) it is in such a state of repair as to render it reasonably suitable for occupation.
- (5) A dwelling-house shall be deemed to satisfy the standards set out in sub-paragraphs (g) and (h) of paragraph (4) insofar as it is not so defective in those respects as to be rendered unfit under Article 46 of the Housing (Northern Ireland) Order 1981.
- (6) For the purposes of determining whether a dwelling-house which receives (or is capable of receiving) a supply of electricity or gas, meets the standard set out in paragraph (4)(j) (but without prejudice to the generality of that sub-paragraph) the condition of any installations for the supply of electricity or gas shall be taken into account. "Installations" includes any pipes, fittings and meters installed for the purposes of or in connection with the supply of electricity or gas, but does not include any apparatus or appliances designed for making use of such supply.

.....Council

**Regulated Rent Certificate  
The Rent (Northern Ireland) Order 1978**

Dwelling-house at .....

The .....Council in accordance with Article [8] [9] (i) of the Rent (Northern Ireland) Order 1978 having caused the above dwelling-house to be inspected, hereby certifies that it is satisfied it meets the regulated tenancy standards.

If a restricted rent certificate has previously been issued in respect of the above-mentioned dwelling-house it shall cease to have effect as from the date of issue of this regulated rent certificate.

Dated this                      day of                      19

Address of Council.....

.....

..... For and on behalf of the Council

(i) Delete as appropriate

**NOTES**

*Rent*

(1) Where a regulated rent certificate is issued the landlord or the tenant may apply to the Department of the Environment, 21st Floor, Windsor House, Bedford Street, Belfast BT2 7EA, to have the rent registered by the Department.

(2) Where a regulated rent certificate is issued in respect of a dwelling-house the rent chargeable is limited to the greater of the following:—

- (a) the rent registered by the Department of the Environment under Article 25 of the Rent (Northern Ireland) Order 1978, ie, 2½ times the net annual value of the dwelling-house, subject to a maximum of £8 per week plus any statutory increases which have been introduced by the Department under Article 33 of the 1978 Order since 1st October 1978, or if an appeal is made to a rent assessment committee, the appropriate rent fixed by that committee;
- (b) the rent payable immediately before 1st October 1978 if the tenancy existed on that date.

(3) Where a regulated rent certificate is issued in respect of a dwelling house owned by an unregistered housing association, the rent chargeable is limited to the greater of the following:—

- (a) that calculated under the provisions of paragraph 2(a) above;
- (b) the rent payable immediately before 28th September 1983 if the tenancy existed on that date.

*Appeal*

(4) A tenant on whom a copy of a regulated rent certificate is served may appeal to the county court within 28 days after the service of the copy or such longer period as the court may allow.

.....Council

**Restricted Rent Certificate in respect of a Dwelling-House owned by an unregistered Housing Association**

**The Rent (Northern Ireland) Order 1978**

Dwelling-house at .....

The..... Council in accordance with Article 8 of the Rent (Northern Ireland) Order 1978 having caused the above-mentioned dwelling-house to be inspected hereby certifies that it is satisfied it does not meet the regulated tenancy standards. The Council considers that the dwelling-house does not meet the regulated tenancy standards in the following respects.....

.....

Dated this                      day of                      19 .

Address of Council.....

.....

..... For and on behalf of the Council

NOTES

*Rent*

(1) Where a restricted rent certificate is issued in respect of a dwelling-house owned by an unregistered housing association the rent shall, notwithstanding anything in any agreement, not exceed the rent which was legally chargeable immediately before 28th September 1983.

*Appeal*

(2) A landlord on whom a restricted rent certificate is served may appeal to the county court within 28 days after the service of the certificate or such longer period as the court may allow.

*Existing restricted rent certificates*

(3) Where a restricted rent certificate was issued in respect of a dwelling-house between 1st October 1978 and 30th September 1979 the rent shall remain at the level legally chargeable before 1st October 1978.



.....Council

**Notice of refusal of application for Regulated Rent Certificate  
The Rent (Northern Ireland) Order 1978**

Dwelling-house at .....

The .....Council in accordance with Article 9(2) of the Rent (Northern Ireland) Order 1978 having caused the above-mentioned dwelling-house to be inspected and not being satisfied that it meets the regulated tenancy standards hereby refuses to issue a regulated rent certificate certifying that it meets the regulated tenancy standards.

The reason for the Council's refusal is that it is not satisfied that the dwelling-house meets the regulated tenancy standards for the following reasons:

.....  
.....

In the opinion of the Council the following works will be necessary for the dwelling-house to meet the regulated tenancy standards: .....

Dated this                      day of                      19

Address of Council.....

.....  
..... For and on behalf of the Council  
.....

NOTES

*Rent*

(1) Where a regulated rent certificate is refused in respect of a dwelling-house the rent shall, notwithstanding anything in any agreement, not exceed the rent which was legally chargeable immediately before 1st October 1978.

(2) Where a regulated rent certificate is refused in respect of a dwelling-house owned by an unregistered housing association the rent shall, notwithstanding anything in any agreement, not exceed the rent which was legally chargeable immediately before 28th September 1983.

*Appeal*

(3) A landlord on whom a notice of refusal of a regulated rent certificate is served may appeal to the county court within 28 days after the service of the notice or such longer period as the court may allow.

Department of the Environment for Northern Ireland  
Rent (Northern Ireland) Order 1978

Regulated Tenancy

Application for Registration of Rent

To the Department of the Environment (N.I.), 21st Floor, Windsor House, Bedford Street, Belfast BT2 7EA

Registration No. \_\_\_\_\_  
for office use only

- 1. Address of premises (Block Capitals) .....
- 2. Name and address of (i) landlord and (ii) agent (if any) (Block Capitals)
  - (i) .....
  - (ii) .....
- 3. Name of tenant (Block Capitals) .....
- 4. State whether rent paid weekly, monthly or at other intervals.....
- 5. Net annual value of premises: £
- 6. If the premises are not separately assessed, state the apportionment of the net annual value made for you by the Valuation Office: £
- 7. Description of premises

terrace house	<input type="checkbox"/>	}	tick where applicable
semi-detached house	<input type="checkbox"/>		
detached house	<input type="checkbox"/>		
flat	<input type="checkbox"/>		
number of storeys*	<input type="text"/>	}	insert number
number of reception rooms	<input type="text"/>		
number of bedrooms	<input type="text"/>		

\*a dwelling-house comprising a ground floor and a floor above should be regarded as 2-storey.

bath or shower		}	please tick if installed and insert "S" if shared with another household
WC inside			
WC outside			
wash hand basin			
hot water			
cold water			
kitchen sink		}	please tick
When built: pre 6 Nov 1956			
post 6 Nov 1956			

8. I hereby apply for registration of the rent for the aforementioned premises. To the best of my knowledge and belief the particulars given above are correct.

\*I enclose herewith a copy of the regulated rent certificate for this property, provided by the district council.

Signed.....

State whether landlord/agent/tenant.....

Date .....

**Important Notes for Applicants**

\*(1) Delete if inapplicable. If the net annual value of the property was less than £60 on 30 September 1978, or if the property has ever been the subject of a restricted rent certificate, this application for registration of a regulated rent must be accompanied by a regulated rent certificate.

(2) Any person who wilfully makes or causes to be made any statement which he knows to be false in a material particular shall be guilty of an offence and liable to a fine not exceeding £1,000 or to imprisonment for a term not exceeding six months, or to both.

Department of the Environment for Northern Ireland

Rent (Northern Ireland) Order 1978

Restricted Tenancy

Application for Registration of Rent

To the Department of the Environment (N.I.), 21st Floor, Windsor House, Bedford Street, Belfast BT2 7EA

<p>Registration No. _____</p> <p>for office use only</p>
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- 1. Address of Premises (Block Capitals) .....
- 2. Net Annual Value of premises £ .....
- 3. Name of tenant (Block Capitals) .....
- 4. Weekly rent (excluding rates) .....
- 5. Name and address of landlord or agent (Block Capitals) .....
- 6. I hereby apply for registration of the rent for the above premises as stated in 4 above. To the best of my knowledge and belief the particulars given are correct.

Signed .....

State whether landlord/agent/tenant .....

Date .....

NOTES

- (1) This application must be accompanied by a rent book, receipt or landlord's certificate showing the last weekly payment of rent before 1st October 1978.
- (2) If the net annual value is £60 or more you must send a copy of a restricted rent certificate issued by the district council.
- (3) If the dwelling-house to which this application relates is owned by an unregistered housing association, you must send a copy of a restricted rent certificate issued by the district council.

Any person who wilfully makes or causes to be made any statement which he knows to be false in a material particular, shall be guilty of an offence and liable to a fine not exceeding £1,000 or to imprisonment for a term not exceeding six months, or to both.

DEPARTMENT OF THE ENVIRONMENT FOR NORTHERN IRELAND

21st Floor, Windsor House, Belfast BT2 7EA

Rent (Northern Ireland) Order 1978

Registration No. ....

To .....

of .....

.....

State whether tenant or landlord .....

Dear Sir/Madam,

Notification of Registration of Rent (Regulated Tenancy)

DWELLING-HOUSE AT .....

DATE ON WHICH APPLICATION FOR REGISTRATION WAS RECEIVED BY THE DEPARTMENT

.....

- 1. The Department of the Environment has now registered the rent payable in respect of the above-mentioned dwelling-house. The registered rent is shown in the box below.

<p><b>Registered Rent</b>.....per .....</p> <p>(Not including rates)</p>
--

- 2. If the landlord or the tenant wishes to appeal to a rent assessment committee that the rent is inappropriate application must be made to the Rent Officer for Northern Ireland, 21st Floor, Windsor House, Belfast BT2 7EA.
- 3. If the rent presently payable is less than the registered rent, the landlord may serve a notice of increase to bring it up to the registered rent. In such an event the increase shall not be payable before:—
  - (a) 10 weeks after the application for registration was received by the Department; or
  - (b) 4 weeks after the service of the notice of increase;
 whichever is the later.
- 4. Where a tenant pays rent in excess of the registered rent he is entitled to recover the excess from the landlord at any time up to 2 years after the date of payment.
- 5. The rent register may be inspected during normal hours of business at your local Development Office or District Development Office of the Department of the Environment (the addresses will be found in the telephone directory) or at the Department of the Environment, 21st Floor, Windsor House, Bedford Street, Belfast BT2 7EA. A certified copy of an entry in the register may be obtained from that office on payment of 50p.
- 6. A copy of this notice has been sent to the other party affected by the registration.

Date..... Signed .....

## NOTES

*Regulated Tenancy Standards*

(1) The Rent (Northern Ireland) Order 1978 provides that a landlord may not increase the rent which was legally chargeable by him immediately before 1st October 1978 if a district council has certified that the dwelling-house does not meet the regulated tenancy standards in Schedule 3 to that Order [later amended by paragraph 7 of Schedule 9 Part II to the Housing (Northern Ireland) Order 1983]. In order to meet the regulated tenancy standards a dwelling-house must:—

- (a) be structurally stable;
- (b) be substantially free from damp;
- (c) have satisfactory provision for natural lighting and for ventilation;
- (d) have an adequate piped supply of wholesome water available within the dwelling-house;
- (e) have a water closet available for the exclusive use of the occupants of the dwelling-house;
- (f) have an effective system for the drainage and disposal of foul and surface water;
- (g) have satisfactory facilities for the storage and preparation of food within the dwelling-house;
- (h) have a satisfactory internal arrangement;
- (i) have a hot water supply at a sink within the dwelling-house;
- (j) be in such a state of repair as to render it reasonably suitable for occupation.

(2) A dwelling-house shall be deemed to satisfy the standards in sub-paragraphs (g) and (h) of paragraph 1 insofar as it is not so defective in those respects as to be rendered unfit under Article 46 of the Housing (Northern Ireland) Order 1981. For the purposes of determining whether a dwelling-house which receives (or is capable of receiving) a supply of electricity or gas, meets the standard set out in paragraph 1(j) (but without prejudice to the generality of that sub-paragraph) the condition of any installations for the supply of electricity or gas shall be taken into account. "Installations" includes any lines, pipes, fittings and meters installed for the purposes of or in connection with the supply of electricity or gas but does not include any apparatus or appliances designed for making use of such supply.

(3) If a tenant considers that his dwelling-house does not meet any of these standards he may request the district council to have it inspected.

(4) If such request of a tenant of a dwelling-house owned by an unregistered housing association is received by the council not later than 27th September 1984 and the council considers that the dwelling-house does not meet the standards it may issue a restricted rent certificate. This will enable the tenant to have the rent restricted to the amount which the landlord was permitted to charge immediately before 28th September 1983.

(5) If such a request by a tenant of a dwelling-house which is not owned by an unregistered housing association is received by the council the council may inspect the dwelling-house to ascertain if it meets the regulated tenancy standards. If it does not, the rent for the property will not be automatically reduced to what was charged before 1st October 1978 but the tenant may apply to a rent assessment committee to have the rent reduced.

*Application to rent assessment committee*

If either the landlord or the tenant considers that the registered rent is not the appropriate rent he may apply to a rent assessment committee to determine an appropriate rent. (The appropriate rent is the rent which would be charged for the dwelling-house if it were let by the Northern Ireland Housing Executive.)

(7) An application to a rent assessment committee may be made by writing to the Rent Officer for Northern Ireland.

*Rent Book*

(8) The landlord is required to provide the tenant with a rent book containing details of the rent payments and other prescribed information relating to the tenancy.

*Assistance to pay rent*

(9) Assistance is available for tenants who find difficulty in paying their rent (and rates). Further details should be obtained from any local rating office of the Department of the Environment or **from 20th November 1983** any local office of the Northern Ireland Housing Executive or if you qualify for supplementary benefit, at your local social security office.

DEPARTMENT OF THE ENVIRONMENT FOR NORTHERN IRELAND  
21st Floor, Windsor House, Belfast BT2 7EA

**Rent (Northern Ireland) Order 1978**

Registration No.

To .....

of .....

State whether tenant or landlord .....

Date .....

Dear Sir/Madam

**Notification of Registration of Rent (Restricted Tenancy)**

DWELLING-HOUSE AT .....

DATE ON WHICH APPLICATION FOR REGISTRATION WAS RECEIVED BY THE DEPARTMENT .....

1. The Department of the Environment has now registered the rent payable in respect of the above-mentioned dwelling-house. The registered rent is shown in the box below.

**Registered Rent.....per .....**  
(Not including rates)

2. When a tenant pays rent in excess of the registered rent he is entitled to recover the excess from the landlord at any time up to 2 years after the date of payment.

3. The rent register may be inspected during normal office hours at your local Development Office or District Development Office of the Department of the Environment (the addresses will be found in the telephone directory) or at the Department of the Environment, 21st Floor, Windsor House, Bedford Street, Belfast BT2 7EA. A certified copy of an entry in the register may be obtained from that office on payment of 50p.

4. A copy of this notice has been sent to the other party affected by the registration.

Date ..... Signed .....

NOTES

*Regulated tenancy standards*

(1) The dwelling-house to which this notice relates is deemed not to meet the regulated tenancy standards in Schedule 3 to the Rent (Northern Ireland) Order 1978 as amended by paragraph 7 of Schedule 9 Part II to the Housing (Northern Ireland) Order 1983. In order to meet the regulated tenancy standards a dwelling-house must:—



- (a) be structurally stable;
- (b) be substantially free from damp;
- (c) have satisfactory provision for natural lighting and for ventilation;
- (d) have an adequate piped supply of wholesome water available within the dwelling-house;
- (e) have a water closet available for the exclusive use of the occupants of the dwelling-house;
- (f) have an effective system for the drainage and disposal of foul and surface water;
- (g) have satisfactory facilities for the storage and preparation of food within the dwelling-house;
- (h) have a satisfactory internal arrangement;
- (i) have a hot water supply at a sink within the dwelling-house;
- (j) be in such state of repair as to render it reasonably suitable for occupation.

(2) A dwelling-house shall be deemed to satisfy the standards set out in sub-paragraphs (g) and (h) above insofar as it is not so defective in those respects as to be rendered unfit under Article 46 of the Housing (Northern Ireland) Order 1981. For the purposes of determining whether a dwelling-house which receives (or is capable of receiving) a supply of electricity or gas, meets the standard set out in sub-paragraph (j) above (but without prejudice to the generality of that sub-paragraph) the condition of any installations for the supply of electricity or gas shall be taken into account. "Installations" includes any lines, pipes, fittings and meters installed for the purposes of or in connection with the supply of electricity or gas but does not include any apparatus or appliances designed for making use of such supply.

(3) If the landlord considers that the dwelling-house meets these standards he may ask the district council to have it inspected. If the council considers that the dwelling-house meets the standards it will issue a regulated rent certificate. This would enable the landlord to have a new rent registered for the dwelling-house.

#### *Rent book*

(4) The landlord is required to provide the tenant with a rent book containing details of the rent payments and other prescribed details relating to the tenancy.

#### *Assistance to pay rent*

(5) Assistance is available for tenants who find difficulty in paying their rent (and rates). Further details should be obtained from any local rating office of the Department of the Environment or from **20th November 1983** any local office of the Northern Ireland Housing Executive or if you qualify for supplementary benefit from your local social security office.

Rent (Northern Ireland) Order 1978

Notice of increase in rent of a regulated tenancy

To(1).....tenant of(2).....

I hereby give notice that the rent lawfully recoverable from you as tenant of the above-mentioned premises will be increased from(3)..... by £..... per

The new rent payable will therefore be £..... but see Note 5. (4) You will also have to make a payment in respect of rates — see Note 4.

Signature of(5) landlord/agent.....

Address of(5) landlord/agent .....

- (1) Insert name of tenant
(2) Insert address of tenant
(3) Insert date from which increase takes effect (see Note 3)
(4) Delete if inappropriate
(5) Delete whichever is inappropriate

NOTES

(1) This notice of increase is for a regulated tenancy under the Rent (Northern Ireland) Order 1978.

(2) This notice may only be issued after the increased rent has been registered by the Department of the Environment. On registration, the Department must serve on the tenant a notice stating the amount of the registered rent.

- (3) The increased rent shown on this notice shall not come into effect before—
(a) the date on which the registered rent to which it relates takes effect (this date can be ascertained from the notification of registration of rent) or
(b) 4 weeks after the service of this notice;

whichever is the later.

(4) Where a landlord pays rates on behalf of a tenant he may recover from the tenant an amount in respect of rates in addition to the registered rent. This amount should be the appropriate proportion of the annual rates, for example one fifty second if the rent is paid weekly. If the annual rates are increased, the landlord may increase accordingly the amount recovered from the tenant, without serving a notice of increase.

Assistance to pay rent

(5) Assistance is available for tenants who find difficulty in paying their rent (and rates). Further details should be obtained from any local rating office of the Department of the Environment or from 20th November 1983 any local office of the Northern Ireland Housing Executive or if you qualify for supplementary benefit from your local social security office.

..... Council

**Certificate of Disrepair**  
**Rent (Northern Ireland) Order 1978**

To .....

.....

.....

.....

1. The ..... Council has caused the dwelling-house at ..... which is let on a regulated tenancy and of which you are the landlord/tenant to be inspected with a view to ascertaining whether you are in breach of any covenant or condition (whether express or implied) to repair, maintain or take care of the said dwelling-house, and fixtures attached to these premises or any such installations as are mentioned in Article 41(1)(c) of the Rent (Northern Ireland) Order 1978 (hereinafter referred to as "the repairing conditions").

2. The Council hereby certifies that it is satisfied that you are in breach of the repairing conditions and that the following works are required to make good the said breach.

.....

.....

.....

.....

.....

3. You are hereby required to carry out the said works to the council's satisfaction within a period of ..... days commencing with the date this certificate is served on you.

4. If you or the landlord/tenant disagree with this certificate each of you may, within 28 days after the date on which it is served, appeal to the county court.

5. If you fail to comply with this certificate within the period indicated at 3 above or if having appealed against it to the county court, the appeal is not upheld, the Council may apply to a court of summary jurisdiction for an order requiring you to comply with this certificate.

Dated this ..... day of ..... 19.....

.....  
For and on behalf of the Council

**Notice by rent assessment committee requiring information**

Dear Sir/Madam

DWELLING-HOUSE AT.....

The rent assessment committee to which the application for the determination of an appropriate rent for the above-mentioned dwelling-house has been assigned requires you to give to the committee the information specified below.

Take notice that you are to forward this information to the committee at the address above not later than ..... Failure to supply this information without reasonable cause may result in a fine not exceeding £500.

**INFORMATION REQUIRED:—**

Signed .....  
For the Rent Assessment Committee

## SCHEDULE 3

Particulars with regard to a regulated tenancy or a restricted tenancy to be contained in the register.

1. Address of the dwelling-house to which the registered rent relates.
2. Name and address of landlord and agent (if known).
3. Name of tenant.
4. Reference number.
5. Registered rent.
6. Date from which registration takes effect.
7. Period covered by each payment of rent.
8. Whether rent determined by a rent assessment committee.

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EXPLANATORY NOTE

*(This note is not part of the regulations.)*

These regulations, which revoke the Rent (Forms) Regulations (Northern Ireland) 1978, prescribe the forms to be used for the purposes of the Rent (Northern Ireland) Order 1978 as amended by Part V of the Housing (Northern Ireland) Order 1983. The regulations also increase from 15p to 50p the fee to be paid for a certified copy of an entry in the recent register. Schedule 1 to the regulations gives a list of the forms which are specified in detail in Schedule 2. Schedule 3 specifies the information to be contained in the register of rents.

The forms contained in Schedule 2 incorporate certain changes required as a result of amendments to the Rent (Northern Ireland) Order 1978 by Part V of the Housing (Northern Ireland) Order 1983.

Briefly the changes:—

- (a) specify new forms relating to the issue of a restricted rent certificate by a district council in respect of a dwelling-house owned by an unregistered housing association;
- (b) amend certain forms as a consequence of modifications to the regulated tenancy standards;
- (c) amend the form relating to the refusal by a district council to issue a regulated rent certificate to indicate the works considered necessary to enable the house to meet the regulated tenancy standards; and
- (d) amend the form which notifies the registration of the rent of a regulated tenancy, to reflect the removal of the 4 weeks' time limit for application to a rent assessment committee for the determination of a more appropriate rent.