
STATUTORY RULES OF NORTHERN IRELAND

2012 No. 373

The Tenancy Deposit Schemes
Regulations (Northern Ireland) 2012

PART 7

Information and requirements in relation to tenancy deposit schemes

Duty to publicise schemes

36. The scheme administrator must ensure that the scheme is publicised across Northern Ireland:

- (a) on, or as soon as is reasonably practicable after, the tenancy deposit scheme being approved; and
- (b) immediately prior to the tenancy deposit scheme coming into force and for a reasonable period of time thereafter.

Duty to produce an information leaflet

37.—(1) Before a tenancy deposit scheme comes into force, the scheme administrator must have available an information leaflet detailing:—

- (a) how the scheme operates;
- (b) the terms and conditions relating to participation in the scheme;
- (c) the procedures governing the payment, holding and repayment of tenancy deposits in accordance with these Regulations; and
- (d) the dispute resolution mechanism.

(2) Where a scheme administrator furnishes an information leaflet to a landlord under regulation 13, that landlord shall furnish a copy of the leaflet to the tenant within 28 days of receipt of the deposit as specified in Regulation 12.

Duty to provide updated information

38. Where information required to be provided by the scheme administrator or the landlord becomes inaccurate, the person required to provide that information must ensure that the revised information is provided as soon as is reasonably practicable.

Duty to disclose information

39.—(1) The scheme administrator must disclose all information, provided by landlords under the scheme requirements and held by the scheme administrator, in response to any request from an officer authorised by a council for the purposes of enabling or assisting that council to exercise its functions under any provision of Part 2, 3 or 4 of the Order.

- (2) Any request for information under (1) must specify:—
- (a) the extent and detail of the information which is to be supplied;
 - (b) the form in which that information is to be supplied; and
 - (c) the date by which that information is to be supplied.