1973 No. 176

LANDLORD AND TENANT

The Rent Regulation (Forms etc.) (Consolidation) Regulations 1973

Made - - -	*5th February* 1973
Laid before Parliament	*19th February* 1973
Coming into Operation	*12th March* 1973

The Secretary of State for the Environment, in exercise of powers conferred by section 37(1) of the Rent Act 1968(**a**) (as extended by section 44(5) and (9) of the Housing Finance Act 1972(**b**)) and section 50(1) of the Rent Act 1968 (as extended by section 48A(**c**) of the Rent Act 1968 and sections 28(3) and 34(3) of the Housing Finance Act 1972) (the said sections 37(1) and 50(1) being read with section 114(1) of the Rent Act 1968) and now vested in him(**d**), and in exercise of all other powers enabling him in that behalf, hereby makes the following regulations 1, 2, 4, 5, 7, 8, 11, 12 and 14 and, except in relation to Wales and Monmouthshire, the following regulations 3, 6, 9, 10, 13 and 15, and the Secretary of State for Wales, in exercise of his powers under the said section 37(1) (as extended by the said section 44(5) and (9)) and the said section 50(1) (as extended by the said section 48A and the said sections 28(3) and 34(3)) (the said sections 37(1) and 50(1) being read with the said section 114(1)), and in exercise of all other powers enabling him in that behalf, hereby makes, in relation to Wales and Monmouthshire, the following regulations 1, 2, 3, 6, 9, 10, 13 and 15:—

1. These regulations may be cited as the Rent Regulation (Forms etc.) (Consolidation) Regulations 1973 and shall come into operation on 12th March 1973.

2.—(1) In these regulations "the Act" means the Rent Act 1968, "the Housing Finance Act" means the Housing Finance Act 1972, and "Part VIII tenancy" means a tenancy to which Part VIII of the Housing Finance Act applies.

(2) The Interpretation Act 1889(**e**) shall apply for the interpretation of these regulations as it applies for the interpretation of an Act of Parliament.

3. The forms contained in Schedule 1 to these regulations, or forms substantially to the same effect, shall be the forms to be used for the purposes of notices of increase of rent under Part III of the Act in cases to which those forms are applicable.

4. The register kept for the purposes of Part IV of the Act under section 43(1) thereof (as extended by section 82(1) of the Housing Finance Act) shall con-

(**a**) 1968 c. 23. (**b**) 1972 c. 47.
(**c**) Inserted by section 41 of the Housing Finance Act 1972.
(**d**) S.I. 1970/1681 (1970 III, p. 5551). (**e**) 1889 c. 63.

tain the particulars with regard to a regulated tenancy, or as the case may be to a Part VIII tenancy, which are set out in Schedule 2 to these regulations.

5. The fee to be paid under section 43(4) of the Act for a copy of an entry in the register certified under the hand of the rent officer or a person duly authorised by him shall be 15p.

6. The forms contained in Schedule 3 to these regulations, or forms substantially to the same effect, shall be the forms to be used for the purposes of sections 44, 45(4) and 48A of, and paragraph 7(1)(*b*) of Part I of Schedule 6 and Schedule 7 to, the Act and Schedule 5 to the Housing Finance Act.

7. The particulars to be supplied to the rent officer when an application is made under section 44 of the Act for the registration of a rent for a dwelling-house shall be those specified in Form No. 5 or Form No. 6 in Schedule 3 to these regulations, according to which of those forms is applicable. The particulars to be so supplied when an application is made under section 45(4) of the Act shall be those specified in Form No. 7 in that Schedule and the particulars to be so supplied when an application is made under section 48A of the Act shall be those specified in Form No. 8 in that Schedule.

8. The manner of notifying the rent officer for the purposes of paragraph 13 of Schedule 6 to the Act that a regulated tenancy, or as the case may be a Part VIII tenancy, has been granted, shall be by the landlord serving on the rent officer a notice in the form set out in Schedule 4 to these regulations, or in a form substantially to the same effect.

9. The form contained in Schedule 5 to these regulations, or a form substantially to the same effect, shall be the form of the notice to be served by a local authority pursuant to section 28(3) of the Housing Finance Act, and such notice shall contain the information and explanation specified in the form so contained.

10. The form contained in Schedule 6 to these regulations, or a form substantially to the same effect, shall be the form of document to be given by the landlord to the local authority pursuant to section 44(5) of the Housing Finance Act.

11. The particulars to be supplied to the local authority, when a document is given to them pursuant to section 44(5) of the Housing Finance Act, shall be those specified in the form contained in the said Schedule 6.

12. The regulations mentioned in Part I of Schedule 7 to these regulations are hereby revoked by the Secretary of State for the Environment.

13. The regulations mentioned in Part II of the said Schedule 7 are hereby revoked by the Secretary of State for the Environment and the Secretary of State for Wales.

14. The revocation by regulation 12 above of the regulations mentioned in Part I of the said Schedule 7 shall not affect the validity of any particulars supplied or notice given before the commencement of these regulations in accordance with, or in a form prescribed by, any of the revoked regulations.

15. The revocation by regulation 13 above of the regulations mentioned in Part II of the said Schedule 7 shall not affect the validity of any notice served, or application made, before the commencement of these regulations in a form prescribed by any of the revoked regulations.

THE SCHEDULES

SCHEDULE 1

Forms of Notice of Increase of Rent

FORM NO. 1

RENT ACT 1968

Section 23 Notice of Increase of Unregistered Rent under Regulated Statutory Tenancy on account of Increased Rates (Note 1)

Date.....

To....., tenant of.....

1. The rates on the above-mentioned premises have been increased as follows:—

Previous rates *per* [*half year*] [*annum*] £	*New rates* *per* [*half year*] [*annum*] £	*Date of new rates as from*

Strike out words in square brackets if they do not apply.

2. I hereby give you notice that your rent will be increased accordingly as follows:—

Present rent *per*..... £	*Increase in rent* *per*..... (Note 2) £	*New rent* *per*..... £	*Date of new rent* (note 3) *as from*

(Note 4) [3. There will be due from you on the day after the service of this notice the sum of £ , being arrears of the above increase.]

Signature of [landlord] [agent authorised to serve this notice].....

[Name of landlord if notice served by agent .....]

Address of landlord.....

.....

[Address of agent.....

.....]

NOTES

1. This Notice of Increase is for a tenancy—
   (*a*) which is regulated under the Rent Act 1968; and
   (*b*) for which a fair rent has not been registered under the Act; and
   (*c*) for which the rent is one which is inclusive of rates paid by the landlord or the superior landlord.

2. Until the local authority's demand for rates in a new rating period is made, the tenant's liability on account of rates continues to be based on the rates for the previous rating period. When the demand for the new period is received, the tenant's liability must be recalculated. If the rates have gone up, the landlord is entitled on serving this Notice to an increase of rent on account of the increased rates. If there is a further demand for rates during the rating period, for example, because the rateable value has been increased as the result of a proposal, the tenant's liability must similarly be recalculated in order to ascertain what increase of rent the landlord is entitled to on account of the increased rates.

3. The date cannot be earlier than six weeks before the service of this Notice.

4. This paragraph will only be needed where the date for the increase is a date earlier than the service of this Notice and there have been rent days between the earlier date and the date of service of this Notice.

FORM No. 2

RENT ACT 1968

HOUSING FINANCE ACT 1972

Notice of Increase of Unregistered Rent under Regulated Tenancy on account of Improvement (Notes 1 & 2) — Rent Act, Section 25. Housing Finance Act, Section 37(3)

Date.....

To....., tenant of.....

I hereby give you notice that your rent will be increased as follows:—

Present rent	*Increase in rent*	*New rent*	*Date of new rent*
per..... £	*per*..... £	*per*..... £	(Note 3) *as from*

This increase represents an annual increase of 12½% of £ (Note 4) which is the amount spent on making the improvement (Note 5) described below. You have certain rights of appeal which are explained in Note 6 to this form.

Description of Improvement

Signature of [landlord] [agent authorised to serve this notice].....

[Name of landlord if notice served by agent .....]

Address of landlord.....

.....

[Address of agent.....

.....]

Strike out words in square brackets if they do not apply.

NOTES

1. This Notice of Increase is for a tenancy—
   (*a*) which is regulated under the Rent Act 1968; and
   (*b*) for which a fair rent has not been registered under the Act; and
   (*c*) where improvement works have been completed.

2. This notice of increase cannot be used in a case where improvements have been made:—
   (*a*) with respect to which a grant under Part I of the Housing Act 1969 is payable, or has been paid, and
   (*b*) which were completed at a time when the tenancy was a regulated tenancy.

It can however be used, whether or not a grant is payable, where:—
   (i) the improvements were completed while the tenancy was controlled, and
   (ii) no notice of increase for the improvement was served during the controlled tenancy.

3. This Notice cannot be retrospective and the date to be inserted here should be a date after the date of the service of this Notice.

4. The sum to be inserted here must not include any part of the expenditure on the improvement which has been met by a local authority under Part I of the Housing Act 1969, section 12 of the Clean Air Act 1956 (Grants for smokeless fuel burning appliances); or by a local authority or the British Airports Authority under section 15 of the Airports Authority Act 1965 (Soundproofing Grants).

5. Improvements for this purpose include structural alterations, extensions and additions to the premises and the provision of additional fixtures or fittings; but they do not include anything done by way of decoration or repair.

Private street works carried out under sections 174, 189 or 190 of the Highways Act 1959 or any corresponding provision in any local Act also count as an improvement to any premises having access to the street. If other premises belonging to the landlord besides those occupied by the tenant benefit from street works, the landlord's expenditure must be apportioned by agreement in writing between the landlord and the tenant or be determined by the county court. Neither the necessity for the street works nor the amount of the landlord's expenditure in connection with them can be questioned by the tenant.

6. If the tenant claims that any improvement was unnecessary or that an unreasonable amount was spent on it, he can, not later than one month after the service of this Notice, or such longer time as the court may allow, apply to the county court for an order cancelling or reducing the increase of rent stated in this Notice.

No such application may be made in the following cases—

(*a*) where the improvement was made with the assistance of a grant under Part I of the Housing Act 1969; or

(*b*) where the improvement works consist of the soundproofing of a dwelling house near an aerodrome and a grant towards the works has been paid by the British Airports Authority or by a local authority acting on their behalf; or

(*c*) where the tenant has in writing consented to the improvement and acknowledged that the rent could be increased on account of it.

7. If this Notice is served while the regulated tenancy is still a contractual one and the landlord, by serving a notice to quit at the same time as this Notice, could bring the tenancy to an end before the date specified in this Notice for the increased rent to take effect, this Notice will operate to convert the tenancy into a statutory tenancy as from that date.

FORM NO. 3

RENT ACT 1968

Section 22 Notice of Increase of Rent under Regulated Tenancy up to amount of Registered Rent except where the increase is restricted under the Housing Act 1969 or the Housing Finance Act 1972 (Note 1).

Date.....

To....., tenant of.....

1. A rent of £ per.....was registered on..... as the fair rent for the above-mentioned premises.

2. Under the Rent Act 1968 the landlord is entitled to increase the rent for any rental period beginning while a regulated tenancy is a statutory tenancy (Note 2) up to the amount of the registered rent.

[3. It is noted in the register that the rates for the above-mentioned premises are paid by the landlord. These are currently £ per [half year] [year] and the landlord is entitled to add this amount to the registered rent.]

Strike out words in square brackets if they do not apply.

4. I hereby give you notice that your rent will be increased as follows:—

Present rent	*Increase in rent*	*New rent*	*Date of new rent*
per..... £	*per*..... £	*per*..... £	(Notes 3, 4 and 6) *as from*

[5. The new rent includes the sum of £ per.....in respect of rates paid by the landlord.]

Signature of [landlord] [agent authorised to serve this notice].....

[Name of landlord if notice served by agent .....]

Address of landlord.....
.....

[Address of agent.....
.....]

NOTES

1. This Notice of Increase is for a tenancy—
   (*a*) which is regulated under the Rent Act 1968; and
   (*b*) which either has become a statutory tenancy or will become one under section 26(3) of the Act (see Notes 2 and 4) or is a statutory tenancy which has arisen by virtue of Part I of the Landlord and Tenant Act 1954; and
   (*c*) for which a fair rent has been registered under the Act.

But this form of Notice of Increase cannot be used where the increase of rent is restricted under the Housing Act 1969 or the Housing Finance Act 1972. An explanatory leaflet can be obtained from the Rent Officer.

2. If there is still a contract of tenancy between the landlord and tenant, the registration of a fair rent which is higher than the rent payable under that contract does not allow the landlord to increase the rent to the amount on the Register unless either there is a provision to that effect in the contract or the tenancy can be brought to an end by a notice to quit (see Note 4). If, however, a contractual tenancy has come to an end and the tenant is holding over as a statutory tenant under the Rent Act then the landlord may increase the rent to the amount on the Register by the service of this Notice.

3. This date must not be a date earlier than the date of registration of the rent nor earlier than 4 weeks before the service of this Notice, except in the case of a statutory tenancy which has arisen by virtue of Part I of the Landlord and Tenant Act 1954 and where the application for the registration of a fair rent was made before the commencement of such tenancy. In such a case, if the Notice of Increase is given within 4 weeks after the date on which the rent was registered, the date must not be earlier than the commencement of such tenancy nor earlier than the date from which the registration takes effect.

4. If this Notice is served while the regulated tenancy is still a contractual one, the date must be one later than the date on which the tenancy could be brought to an end by a notice to quit served at the same time as this Notice; the tenancy will then be converted from a contractual one to a statutory one.

5. The registered rent will remain the maximum rent until a different rent is registered or the registration is cancelled. For 3 years after the registration takes effect no new application can be made unless either it is made by the landlord and tenant acting together or there has been a change in the circumstances taken into account when the rent was registered, for example, a change in the state of repair of the premises.

6. The right to serve this notice of increase may, while the Counter-Inflation (Temporary Provisions) Act 1972 is in force, be affected by orders made under section 2(4) of and the Schedule to, that Act. Enquiries about such orders may be made of Citizens' Advice Bureaux and Rent Offices.

FORM No. 4

RENT ACT 1968

Rent Act, Section 22

Notice of Increase of Rent under Regulated Tenancy where the increase is restricted under the Housing Act 1969 or the Housing Finance Act 1972 (Note 1).

Date.....

To....., tenant of.....

Strike out words in square brackets if they do not apply.

1. A rent of £ per.....was registered on..... as the fair rent for the above-mentioned premises (Notes 2 and 3) [of which £ per.....was noted in the register as the amount apportioned to services provided by the landlord or a superior landlord].

2. Where an increase in rent results from the conversion of a controlled tenancy under the Housing Act 1969 or the Housing Finance Act 1972, or where it results from improvements which were grant-aided under Part I of the Housing Act 1969 and which were completed during the existence of the regulated tenancy, the landlord may recover the increase only in certain stages. (Note 4).

[3. It is noted in the register that the rates for the above-mentioned premises are paid by the landlord. These are currently £ per [half-year] [year] and the landlord is entitled to add this amount to the rent he is otherwise permitted to obtain. (Note 5).]

4. I hereby give you notice that your rent will be increased as follows:—

Present rent	*Increase in rent*	*New rent*	*Date of new rent*
per..... £	*per*..... £	*per*..... £	(Notes 6, 7 and 8) *as from*

5. The following information is relevant to the calculation of the increase.

Previous limit at date of first registration of rent after conversion of tenancy or completion of improvements— £ *per*.....

If the rent referred to in paragraph 1 is not the first after the conversion of the tenancy or the completion of the improvements, details of other rents registered since that event (Note 4) £ *per*..... registered on

Amount apportioned to services, if any (for registrations prior to 27th August 1972) £ *per*.....

[6. The new rent includes the sum of £ per.....in respect of rates paid by the landlord].

Signature of [landlord] [agent authorised to serve this notice].....

[Name of landlord if notice served by agent .....]

Address of landlord.....

[Address of agent.....
.....]

NOTES

1. This notice of increase is needed for a tenancy—
   (*a*) which is regulated under the Rent Act 1968; and
   (*b*) which either has become a statutory tenancy or will become one under section 26(3) of that Act (Note 7); and
   (*c*) for which a fair rent is registered under that Act; and
   (*d*) where the tenancy is converted from a controlled tenancy into a regulated tenancy or where, in the case of a regulated tenancy, improvements are grant-aided under Part I of the Housing Act 1969; and
   (*e*) where the increase is restricted under Schedule 3 to the Act of 1969: or Schedule 6 to the Housing Finance Act 1972.

2. If there is still a contract of tenancy between the landlord and tenant, the registration of a rent which is higher than the rent payable under that contract does not allow the landlord to increase the rent unless either the terms of the contract permit him to do so or the tenancy can be brought to an end by a notice to quit (see Note 7). Where the increase is restricted under the Housing Act 1969 or the Housing Finance Act 1972, the limits under those Acts continue to apply notwithstanding any agreement purporting to entitle the landlord to charge a higher rent.

3. If a contractual tenancy has come to an end and the tenant is holding over as a statutory tenant under the Rent Act, the landlord may increase the rent by the service of Notice(s) of Increase to the limits permitted under the Housing Act 1969 or the Housing Finance Act 1972.

4. A leaflet obtainable from the Rent Officer explains the scheme for restrictions on rent increases under Schedule 3 to the Housing Act 1969 and under Schedule 6 to the Housing Finance Act 1972.

5. The restrictions on increases do not apply to any changes in rent resulting from changes in rates borne by the landlord or a superior landlord.

6. This date must be a date which is not earlier than:—
   (i) the date of registration (or, in the case of a provisional registration, the date when it ceases to be provisional), or
   (ii) four weeks before the service of this Notice, or
   (iii) the commencement of the first rental period beginning during the first, second, third or fourth year of the period of delay as the case may be.

7. If this Notice is served while the regulated tenancy is still a contractual one,

the date must be one later than the date on which the tenancy could be brought to an end by a notice to quit served at the same time as this Notice. The tenancy will then be converted from a contractual one to a statutory one.

8. The right to serve this notice of increase may, while the Counter-Inflation (Temporary Provisions) Act 1972 is in force, be affected by orders made under section 2(4) of, and the Schedule to, that Act. Enquiries about such orders may be made of the Citizens' Advice Bureaux and Rent Offices.

SCHEDULE 2

Particulars with regard to regulated tenancy, a tenancy to which Part VIII of the Housing Finance Act 1972 *applies, to be entered in register of rents kept by Rent Officer*

1. Names and addresses of landlord and tenant.

2. Name and address of landlord's agent.

3. Nature of tenancy (whether contractual or statutory and, if contractual, for what periods or term and date of commencement).

4. Allocation between landlord and tenant of liabilities for repairs.

5. Services provided by the landlord.

6. Furniture provided by the landlord.

7. Any other terms of the tenancy taken into consideration in determining the fair rent.

8. In the case of a statutory tenancy which has arisen by virtue of Part I of the Landlord and Tenant Act 1954, particulars of the initial repairs.

SCHEDULE 3

Forms to be used for the purposes of sections 44 *and* 45(4) *of and Schedules* 6 *and* 7 *to the Rent Act* 1968 *and Schedule* 5 *to the Housing Finance Act* 1972, *relating to the registration of rents.*

FORM No. 5

RENT ACT 1968

Section 44

APPLICATION FOR REGISTRATION OF FAIR RENT except in the case of an application supported by a certificate of fair rent or in the case of a statutory tenancy which will arise, or has arisen, at the end of a long tenancy under Part I of the Landlord and Tenant Act 1954

To the Rent Officer

THE PARTICULARS

1. Address of premises

2.(*a*) Rateable value of premises on 23rd March 1965 (or on date such a value was first shown in the Valuation List if this date is after 23rd March 1965);

(*b*) (To be completed only where the tenancy is or has been controlled, the application is the first for this tenancy and is made before 1st July 1975, and no qualification certificate is enclosed)—

Rateable value of premises on 31st March 1972.

3. Name of tenant and address if different from 1.

4. Name and address of landlord.

5. Whether the tenancy is a regulated tenancy, or a tenancy to which Part VIII of the Housing Finance Act 1972 applies.

6. Description of premises (including the number of rooms and, if part only of a building, on which floor or floors).

7. Note of any accommodation of which tenant has shared use: state whether sharing is with landlord or another tenant.

8. Details of any services provided by the landlord or a superior landlord.

9. Terms of the tenancy

(*a*) Date of commencement

(*b*) Rent now payable exclusive/inclusive of rates
£ per

*(*c*) Repairing obligations

(i) of landlord

(ii) of tenant

*(*d*) Other terms

*If these cannot be stated briefly, a copy of the agreement may be attached.

10.(*a*) Has a fair rent previously been registered for the premises?

(*b*) If the answer to (*a*) above is yes, please give—

(i) the registration number; and

(ii) the date on which the registration took effect, or if the rent has been confirmed, the date of the confirmation.

11. Any change in the state of the premises which it is claimed by the applicant(s) has occurred during the present tenancy (Note 1) by reason of:—

(*a*) failure by the tenant (including a former tenant under the present tenancy) to comply with the terms of the tenancy;

(*b*) improvements, including replacements of any fixtures or fittings, carried out by the tenant (including a former tenant under the present tenancy) other than under the terms of the tenancy.

12. Where improvements have been made, has a grant under Part I of the Housing Act 1969 (whether standard, discretionary or special) been obtained, or is one being obtained, from the local authority?

13. If this application is made within three years of the date on which the previous registration took effect (or where on a previous application for the registration of a different rent the registered rent was confirmed, the date of that application), please state grounds of application (but these need not be stated if application is made jointly by landlord and tenant).

14. Rent which the applicant seeks to have registered (EXCLUSIVE of rates) £ per

15. If any services are provided by the landlord or a superior landlord, please state what amount if any of the rent proposed in 14 above the applicant claims fairly represents the value of those services £ per

16. Has the dwelling been formally notified to the applicant(s) as being unfit for human habitation? If so, please give date of notification, and the Act and section under which the notice was given

*I/We jointly hereby apply for registration of a fair rent for the premises named in paragraph 1 above, and submit these particulars of the premises and the tenancy accordingly.

*Strike out words which do not apply.

*I/We enclose a copy of the qualification certificate issued by the..... Council on (date)]

Signed .....
*(Landlord/Landlord's Agent)

In a joint application (Note 2) both parties should sign.

.....
*(Tenant/Tenant's Agent)

If signed by agent,
name and address of agent.....
.....

Date.....

NOTES

1. In the case of a tenancy which has been converted from a controlled tenancy to a regulated tenancy, "present tenancy" means the tenancy both while it was controlled and since it became regulated.

2. Where a JOINT APPLICATION is made there is no right to have the matter referred to a rent assessment committee if the rent officer determines that the rent proposed in the application is a fair rent.

FORM No. 6

RENT ACT 1968

Section 44

APPLICATION FOR REGISTRATION OF FAIR RENT in the case of a statutory tenancy which will arise, or has arisen, at the end of a long tenancy under Part I of the Landlord and Tenant Act 1954

To the Rent Officer

THE PARTICULARS

1. Address of premises

2. Rateable value of premises on 23rd March 1965 (or on date such a value was first shown in the Valuation List if this date is after 23rd March 1965)

3. Name of tenant

4. Name and address of landlord

5. Description of premises (including the number of rooms and, if part only of a building, on which floor or floors)

6. Note of any accommodation of which tenant has shared use: state whether sharing is with landlord or another tenant

7. Details of any services provided by the landlord or a superior landlord

8. (*a*) The date on which the statutory tenancy will commence or has commenced

(*b*) Terms of the tenancy agreed between the landlord and the tenant or determined by the court. (If these cannot be stated briefly, a copy of the agreement or order may be attached.)

(*c*) Particulars of any initial repairs which have not been completed at the date of the application

9. Any change in the state of the premises which it is claimed by the applicant(s) has occurred during the statutory tenancy by reason of:—

(*a*) a failure by the statutory tenant (including a former statutory tenant) to comply with the terms of the statutory tenancy

(*b*) improvements, including replacements of any fixtures or fittings, carried out by the statutory tenant (including a former statutory tenant) other than under the terms of the statutory tenancy

10. Where improvements have been made has a grant under Part I of the Housing Act 1969 (whether standard, discretionary or special) been obtained, or is one being obtained, from the local authority?

11. Grounds of application if made by landlord or tenant acting alone within three years of the date on which the previous registration took effect (or where on previous application for the registration of a different rent the registered rent was confirmed, the date of that application)

12. Fair rent proposed by the applicant(s) to be registered (EXCLUSIVE of rates) £ per

13. If any services are provided by the landlord or a superior landlord, please state what amount, if any, of the fair rent proposed in 12 above should be regarded as fairly attributable to the provision of services £ per

*I/We jointly hereby apply for registration of a fair rent for the premises named in paragraph I above, and submit these particulars of the premises and the tenancy accordingly. *Strike out words which do not apply.

Signed.....
*Landlord/Landlord's Agent

..... In joint application both parties should sign.
*Tenant/Tenant's Agent

If signed by agent,
name and address of agent.....

.....

Date.....

NOTE: Where a JOINT APPLICATION is made there is no right to have the matter referred to a rent assessment committee if the rent officer determines that the rent proposed in the application is a fair rent.

FORM No. 7 Section 45(4)

RENT ACT 1968

APPLICATION FOR REGISTRATION OF FAIR RENT
supported by Certificate of Fair Rent

To the Rent Officer

THE PARTICULARS

1. Name and address of applicant

2. Address of premises to which Certificate of Fair Rent relates

3. Date of Certificate of Fair Rent

4. If the premises were subject to a controlled tenancy when the Certificate of Fair Rent was issued, has a qualification certificate been issued by the local authority?

5. If the premises were not subject to a controlled tenancy, or a regulated tenancy, or a tenancy to which Part VIII of the Housing Finance Act 1972 applies when the Certificate of Fair Rent was issued, has a regulated tenancy, or as the case may be, a tenancy to which Part VIII applies been granted on the terms shown in the certificate? If no, please state which, and give the name of the tenant and the date of commencement of the tenancy.

6. Where proposed works were specified in the Certificate of Fair Rent

(*a*) have these works been carried out?

(*b*) has a grant under Part I of the Housing Act 1969 (whether standard, discretionary or special) been obtained, or is one being obtained, from the local authority?

I hereby apply for the registration of a rent for the premises named in paragraph 2 above in accordance with the Certificate of Fair Rent.

*Strike out words which do not apply.

*I also enclose a copy of the qualification certificate. (This applies where the tenancy has been converted from a controlled tenancy into a regulated tenancy as a result of a qualification certificate issued by the local authority under Part III of the Housing Act 1969) or Part III of the Housing Finance Act 1972.

Signed .....

*(Applicant/Agent authorised to make the application).

If signed by agent,
name and address of agent.....

Date.....

FORM NO. 8

RENT ACT 1968

Rent Act 1968, section 48A.

APPLICATION FOR CANCELLATION OF REGISTRATION OF RENT

To the Rent Officer

We jointly hereby apply for the cancellation of the rent registered for the premises named in paragraph 1 below.

A copy of the rent agreement is attached. This agreement—

(i) increases the rent payable under the existing protected tenancy which is a regulated tenancy, OR

(ii) grants a new regulated tenancy at a rent exceeding the rent under the previous tenancy.

*Strike out words which do not apply.

Signed.....
*(Landlord/Landlord's Agent).

.....
*(Tenant/Tenant's Agent).

If signed by agent(s), name and address of agent(s)

(For landlord) .....

.....

(For Tenant) .....

.....

THE PARTICULARS

1. Address of premises:

2. Rateable value of premises on 23rd March 1965 (or on the date such a value was first shown in the Valuation List if this date is after 23rd March 1965) £.....

3. Name of tenant and address (if different from 1):

4. Name and address of landlord:

5. Existing registered rent:
(i) Amount £..... per.....
(ii) Effective from .....

6. Description of premises (including the number of rooms and, if part only of a building, on which floor or floors):

7. Note of any accommodation of which tenant will have shared use (state whether sharing will be with landlord or another tenant):

8. Details of any services to be provided by the landlord or a superior landlord:

9. Any change in the state of the premises which it is claimed by the applicants has occurred during the present tenancy by reason of:—

(*a*) failure by the tenant (including a former tenant under the present tenancy) to comply with the terms of the tenancy

(*b*) improvements, including replacements of any fixtures or fittings, carried out by the tenant (including a former tenant under the present tenancy) other than under the terms of the tenancy.

A separate sheet may be attached if necessary to supplement any entries on this form.

FORM No. 9

RENT ACT 1968

NOTICE REQUIRING FURTHER INFORMATION

Schedule 6, paragraph 7.

Date.....

To....., [landlord] [tenant] of.....

(1) The application for registration of a rent for the above-named premises, made by..... on..... has been referred by the Rent Officer for..... to a Rent Assessment Committee. To enable them to consider this application the Committee to whom the matter has been referred hereby require you to supply them, not later than....., with the further information indicated below. You should send this information to:

Strike out words in square brackets which do not apply.

(2) The further information required is:

(3) If you fail without reasonable cause to comply with this notice you will be liable on summary conviction to a fine not exceeding £50 and on a second or subsequent conviction to a fine not exceeding £100.

Signed.....
for the Rent Assessment Committee.

FORM No. 10

RENT ACT 1968

Schedule 7, paragraph 1

APPLICATION FOR CERTIFICATE OF FAIR RENT

To the Rent Officer

1. Address of premises

2. In the case of existing premises, rateable value on 23rd March 1965 (or on date such a value was first shown in the Valuation List if this date is after 23rd March 1965)

3. Grounds of application

*Strike out words which do not apply.

(*a*) *Conversion of tenancy from rent control to rent regulation

(*b*) *Erection/Conversion/Improvement of premises (other than under (*a*) above)

(*c*) *Proposal to let premises on a regulated tenancy, or on a tenancy to which Part VIII of the Housing Finance Act 1972 will apply

4. Description of existing premises (including the number of rooms and, if part only of a building, on which floor or floors)

5. Brief description of proposed works shown in accompanying plans and specifications

Estimated cost £

6. Has an application been made to the local authority for a grant under Part I of the Housing Act 1969 (whether standard, discretionary or special) or is such an application being made?

7. Note of any accommodation of which tenant has shared use: state whether sharing is with landlord or another tenant

8. Details of any services provided, or to be provided, by the landlord or a superior landlord

9. Where it is proposed to grant a regulated tenancy, or a tenancy to which Part VIII of the Housing Finance Act 1972 will apply, please state:—

(*a*) Whether tenancy will be for a fixed term and, if so, for how long

(*b*) Repairing obligations—

(i) of landlord

(ii) of tenant

(*c*) Other terms

10. Where there is an existing regulated tenancy, or an existing tenancy to which Part VIII of the Housing Finance Act 1972 applies, please state which the tenancy is and name of the tenant.

Terms of tenancy

(*a*) Date of commencement of tenancy

(*b*) Rent now payable £.....per exclusive/inclusive of rates

*If these cannot be stated briefly, a copy of the agreement may be attached.

(*c*) *Repairing obligations—

(i) of landlord

(ii) of tenant

(*d*) *Other terms

11. Where there is an existing regulated tenancy, or an existing tenancy to which Part VIII of the Housing Finance Act 1972 applies, please also state:—

(*a*) Any disrepair or defect which the applicant claims is due to the failure of the tenant (including a former tenant under the present tenancy) to comply with the terms of the tenancy;

(*b*) Any improvements, including any replacements of fixtures or fittings, which have been carried out by the tenant (including a former tenant under the present tenancy) other than under the terms of the tenancy.

12. Fair rent proposed by the applicant to be specified in the Certificate of Fair Rent:
(EXCLUSIVE of rates) £ per

13. If any services are, or will be, provided by the landlord or a superior landlord, please state what amount, if any, of the fair rent proposed in 12 above the applicant claims fairly represents the value of those services
£ per

I hereby apply for a Certificate of Fair Rent to be issued specifying a fair rent under a regulated tenancy of the premises named in paragraph 1 above (after the completion of the works shown in the accompanying plans and specifications).

Signed.....

(Applicant/Agent authorised to make the application)

Name and address of applicant:.....

.....

.....

If signed by agent,
name and address of agent:.....

.....

Date.....

SCHEDULE 4

FORM No. 11

RENT ACT 1968

NOTICE OF GRANT OF REGULATED TENANCY OR TENANCY TO WHICH PART VIII OF THE HOUSING FINANCE ACT 1972 APPLIES

Schedule 6, paragraph 13.

To the Rent Officer

(1) Address of premises:

(2) The [regulated tenancy] [tenancy to which Part VIII of the Housing Finance Act 1972 applies] of the above-named premises which it was proposed to grant, and in respect of which the rent was provisionally registered on .....has been granted on the terms indicated
(date)
in the register to.....and
(name of tenant)
commenced on.....
(date)

Strike out words in square brackets which do not apply.

Strike out words in square brackets which do not apply.

Signed .....
[landlord] [agent authorised to serve this notice]

[Name of landlord if notice served by agent .....]

Address of landlord.....
.....

[Address of agent.....
.....]

Date .....

SCHEDULE 5

FORM No. 12

HOUSING FINANCE ACT 1972

Section 28(3). NOTICE TO TENANT OF LANDLORD'S APPLICATION FOR QUALIFICATION CERTIFICATE FOR DWELLING WITH STANDARD AMENITIES (NO GRANT PAYABLE UNDER SECTIONS 2(1) OR 9(1) OF THE HOUSING ACT 1969).

.....Council.

To .....
.....
.....
(Name and address of tenant)

NOTE: The entitlement of the landlord to an increase of rent may, while the Counter-Inflation (Temporary Provisions) Act 1972 is in force, be affected by orders made under section 2(4) of, and the Schedule to, that Act. Enquiries about such orders may be made of Citizens' Advice Bureaux and Rent Offices.

1. An application under section 28 of the Housing Finance Act 1972 has been made to the Council by.....
.....(name of landlord or landlord's agent) for a qualification certificate in respect of the dwelling at.....
.....

2. The attached copy of the application is sent to you as the person named as the tenant of the above dwelling under a controlled tenancy.

3. You may, within 28 days of the service of this notice, make representations to the Council that the dwelling does not satisfy the qualifying conditions. (See paragraph 4 below). Any representations in writing should be sent to.....
.....

4. For a qualification certificate to be issued the following conditions, known as the qualifying conditions, must be satisfied:—

(i) the dwelling must be provided with all the standard amenities for the exclusive use of its occupants.

(ii) the dwelling must be in good repair, having regard to its age, character and locality and disregarding internal decorative repair.

(iii) the dwelling must be in all other respects fit for human habitation[2].

5. If a qualification certificate is issued, then, unless the dwelling is occupied partly for business and partly as living accommodation, the tenancy will become a regulated tenancy on the issue of the certificate.

6. In the case of a dwelling occupied partly for business and partly as living accommodation, the tenancy, instead of becoming regulated, would have the protection of Part II of the Landlord and Tenant Act 1954 on the issue of the qualification certificate.

7. Where improvement works have been carried out, the landlord will have been entitled, on completion of the works, to increase the rent by an amount which when expressed as an annual figure, is equal to 12½% of the amount (net of grant) spent by the landlord on the works. He will still be entitled to charge this increase if he has not yet done so.

8. Once a controlled tenancy becomes a regulated tenancy, the landlord may apply to the rent officer for the registration of a fair rent. You will then be given an opportunity to make representations about the rent to be registered. When the fair rent has been registered, then if this is higher than the controlled rent (excluding rates but including any 12½% increase to which the landlord is entitled—see the preceding paragraph), the increase in rent is subject to phasing as follows:—

(*a*) if improvement works started on or after 1st January 1972 and the 12½% increase amounted to at least 50p per week, the rest of the increase up to the fair rent, if £1 per week or more, will be spread equally over two annual stages, the first being one year after the 12½% increase so charged (but not earlier than the date of registration) or one year after registration if earlier, and the second being one year after the first; if the rest of the increase is less than £1 per week, the rent may be increased each year by not more than 50p per week until the fair rent is reached,

(*b*) in other cases, the increase up to the fair rent will, if the registration is made on or after 1st January 1973, be spread equally over three annual stages, unless it is less than £1·50 per week in which case the rent may be increased by not more than 50p per week each year until the fair rent is reached. If the registration is made more than three months after the application to the rent officer the second stage will be 15 months after that application, and the third stage (if any) will be 12 months after the second stage.

---

[1]The standard amenities are:—

1) A fixed bath or shower which must be in a bathroom unless this is not reasonably practicable.

2) A wash-hand basin.

3) A sink.

4) A water closet which must be in, and accessible from within, the dwelling unless this is not reasonably practicable.

5) A hot and cold water supply at the fixed bath or shower, at the wash-hand basin and at the sink.

[2]The standard of fitness for human habitation is laid down in section 4 of the Housing Act 1957 as amended by section 71 of the Housing Act 1969. A dwelling is 'fit for human habitation' if it is reasonably suitable for occupation having regard to repairs, stability, freedom from damp, internal arrangement, natural lighting, ventilation, water supply, drainage and sanitary conveniences, and facilities for preparation and cooking of food and for the disposal of waste water.

9. Instead of applying to the rent officer it is open to you and the landlord. at any time from 1st January 1973, to enter into an agreement yourselves, You will be free to agree not only the rent ultimately to be paid but also any phasing of the rent increase up to that rent. Particulars of any such agreement must however be entered on a prescribed form which must be deposited with the local authority. A leaflet is available free of charge at council offices, rent offices and Citizens' Advice Bureaux.

10. When a tenancy becomes a regulated tenancy the tenant still enjoys the wide measure of security of tenure given by the Rent Act 1968.

11. Any representations you make that the dwelling does not satisfy the qualifying conditions will be considered by the Council, who will notify you of their decision, whether they refuse the application or issue a qualification certificate.

Date Signature of authorised officer.

SCHEDULE 6

FORM No. 13

HOUSING FINANCE ACT 1972

Section 44 *Particulars of rent agreement where tenancy is converted from rent control to rent regulation*

This form should be used where a tenancy is converted from a controlled tenancy to a regulated tenancy and the landlord and the tenant (or one of certain members of the tenant's family) enter into an agreement which will bring an increased rent into effect after the tenancy has been converted and before three years have elapsed since the first such agreement took effect after the conversion.

The right to make rent agreements in respect of dwellings coming within the first rateable value band (see Note 4) may, while the Counter-Inflation (Temporary Provisions) Act 1972 is in force, be affected by orders made under section 2(4) of, and the Schedule to, that Act. Enquiries about such orders may be made of Citizens' Advice Bureaux and Rent Offices.

PART I

INFORMATION FOR LANDLORD AND TENANT

Both parties should read this before entering into any rent agreement

1. The tenant's security of tenure under the Rent Act 1968 will not be affected if he refuses to enter into the agreement with the landlord. Entry into the agreement will not deprive the tenant or landlord of the right to apply at any time to the rent officer for the registration of a fair rent under Part IV of the Rent Act 1968.

(NOTE: It is a statutory requirement that the statement in paragraph 1 above must be in characters not less conspicuous than those used in any other part of the document.)

2. Thus the tenant's security under rent control will continue to be available to him as a regulated tenant. There is no obligation on the tenant to enter into a rent agreement with his landlord if he would prefer the landlord to get a fair rent registered. If the tenant does enter into a rent agreement, security and succession rights are not affected, and both the landlord and the tenant will still have the right to apply to the rent officer at any time, and the rent which the rent officer will then register will become the limit of the rent which the landlord can charge (subject to certain adjustments for rates).

3. Conversion from rent control to rent regulation may take place in the following ways:—

(*a*) Under Part III of the Housing Act 1969 or Part III of the Housing Finance Act 1972, under which the landlord will have obtained a qualification certificate from the local council stating that the dwelling has all the standard amenities, is in good repair and is fit for human habitation. The issue of the qualification certificate converts the controlled tenancy to a regulated one.

(*b*) Under section 35 of the Housing Finance Act 1972. This provides for a phased programme beginning on 1st January 1973 of conversion of controlled tenancies, except those in dwellings notified as unfit, into regulated ones. A table explaining this is given in paragraph 4 below.

(*c*) Under paragraph 5 of Schedule 2 to the Rent Act 1968. Where the original tenant under a controlled tenancy dies, the tenancy may be transmitted to his widow or, if he leaves no widow, to a member of his family in certain circumstances. A tenancy may be transmitted twice but on the second transmission the tenancy becomes a regulated one.

4. The date on which a controlled tenancy is converted into a regulated one under section 35 of the Housing Finance Act 1972 is shown in the following table:

Dwelling in Greater London Rateable value on 31 March 1972	Dwelling elsewhere in England and Wales Rateable value on 31 March 1972	Applicable date
£95 or more	£60 or more	1 January 1973
£80 or more but less than £95	£45 or more but less than £60	1 July 1973
£70 or more but less than £80	£35 or more but less than £45	1 January 1974
£60 or more but less than £70	£25 or more but less than £35	1 July 1974
£50 or more but less than £60	£20 or more but less than £25	1 January 1975
Less than £50	Less than £20	1 July 1975

5. If the dwelling comprised in the tenancy is part only of a property and is not separately assessed for rating purposes, the tenancy will not be converted until 1 July 1975 (the last date in the table above) unless one of two things occur:—

(*a*) the rateable value of the "rateable hereditament"on 31 March 1972 can be apportioned between the dwelling comprised in the tenancy and the remainder of the "rateable hereditament". An apportionment can only be made for this purpose either (1) by the county court or (2) by agreement in writing between the parties. If the amount of the rateable value apportioned to the dwelling brings it within one of the rateable value bands converted on some date earlier than 1st July 1975, then the tenancy will be converted on that earlier date. If no such apportionment is made, then the parties cannot enter into any agreement to increase the rent which will take effect before 1 July 1975. The preparation of a written agreement as to apportionment is a matter for the landlord and tenant; for example, the agreement might be as follows:—

"We agree that the rateable value on 31 March 1972 of the rateable hereditament known as....., being £..... ....., shall be apportioned as follows:—

£.....to the dwelling which is comprised in the tenancy

and which is known as.....

and

£.....to the remainder of the rateable hereditament.

(Signed).....Landlord

(Signed).....Tenant

Date....."

(*b*) Alternatively, the landlord may apply to the rent officer for the registration of a fair rent; if the rent officer considers that a proper apportionment of the rateable value would enable him to entertain the application, he may proceed with the registration of a rent, unless the tenant informs the rent officer that he proposes to apply to the county court for an apportionment and brings proceedings in the county court within two weeks of so informing the rent officer.

6. If the tenant agrees to the rent(s) entered at item 15(a) of Part II of this form and signs the declaration at the end of that Part, the landlord has to give the completed and signed form to the local authority in whose area the dwelling is situated, and has to give the tenant a copy of it. The authority will acknowledge receipt both to the landlord and to the tenant. The landlord cannot increase the rent before the expiry of 28 days from the date of the local authority's receipt of this form, or before the tenancy is converted from control to regulation. This form will be open to public inspection at the Council offices after the local authority have had it for 7 days.

7. If the landlord and tenant agree upon any further increase in rent (that is, above the amount or amounts entered in Part II of this form) then, unless *either* the increase is purely for increased rates *or* it is taking effect by consent of the parties more than 3 years after the first agreement took effect following conversion from control to regulation, a form the same as this one must be completed and given to the local authority. This requirement applies where the agreement is with the same tenant or any member of the tenant's family to whom the tenancy might subsequently be transmitted, whether or not there has been a change of landlord. If a landlord seeks a further increase in the rent, but the tenant does not agree, then the landlord must either continue to abide by the current rent agreement or, if the tenancy is not a fixed-term one, apply to the rent officer for registration of a rent fair. If an increase in rent is agreed more than three years after the first such agreement took effect since the conversion from control to regulation, there are different requirements, which are set out in the booklet "Rents of Regulated Tenancies" available at Council Offices, Citizen's Advice Bureaux, or from rent officers.

8. If the tenant does not agree to the rent(s) now proposed by the landlord, (item 15 in Part II of this form), the landlord can apply to the rent officer for registration of a fair rent. On such a registration, unless the tenancy has moved from control to regulation on a second transmission of the tenancy (see paragraph 3(*c*) above), the increase from the controlled rent to the registered fair rent would normally be phased in 3 equal annual stages (that is, a 2-year phasing period between the 1st and 3rd stages), subject to a minimum annual increment of 50p a week up to the fair rent. If the tenant does not agree new rent(s) with the landlord, the controlled rent cannot be increased (except for services, furniture, improvements or rates) until a fair rent has been registered by the rent officer.

9. The fair rent which the rent officer would register if either party applied to him would take into account the state of repair of the dwelling. For example, the fair rent would be lower if the dwelling were in disrepair than if it were in good repair, unless the disrepair were due to the failure of the tenant to carry out repairs for which he was responsible. Where the tenant has carried out im-

provements over and above his obligations, the rent officer would assess the fair rent as if the improvements had not been made; thus the fair rent figure would be lower than it would have been had the landlord himself carried out the improvements.

10. The register of fair rents for dwellings in the same registration area is open to public inspection at the office of the Rent Officer.

11. Where a rent agreement has taken effect, and a fair rent is later registered by the rent officer, and the rent increase from the controlled rent to the registered rent has to be phased (see paragraph 8 above), the rent chargeable will be calculated as if the phasing had begun when the rent agreement originally took effect. If this results in a reduction of the current rent, the reduction takes effect from the date of application for registration to the rent officer (or such later date as the rent officer or rent assessment committee may fix). If it results in an increase, the landlord cannot in any event charge the increase with effect from any date earlier than the date on which the fair rent is registered.

12. If, more than 3 months before the relevant date for conversion of the controlled tenancy to rent regulation (see Table in paragraph 4), the dwelling is formally notified as unfit for human habitation, the controlled tenancy will not be converted unless the dwelling is subsequently taken out of the "unfit" category. Until that happens, the controlled rent limit still applies.

13. If the tenant applies for a rent allowance, the local authority will consider whether the rent in the rent agreement is in excess of what the fair rent would be. If in their view it is higher, the local authority must disregard the excess in calculating the rent allowance which may be paid to the tenant. The local authority can, if they wish, apply to the rent officer to consider the fair rent for the dwelling.

PART II

HOUSING FINANCE ACT 1972, SECTION 44(5)

PARTICULARS OF THE AGREEMENT AND OF THE DWELLING

1. Address of dwelling .....

2. Landlord's name and address.....
.....
.....

3. Tenant's name and address.....
.....
.....

4. Description of dwelling let (including the number of rooms and, if only part of a building, on which floor or floors)
.....
.....
.....

5. Details of any accommodation shared with another occupier, stating whether shared with landlord or another tenant.
.....
.....
.....

6. Details of any services or furniture provided by the landlord.

.....

.....

7. (If there has been an earlier rent agreement, and a form similar to this was deposited with the local authority on that occasion, this item need not be completed.) Rent payable under the controlled tenancy, *excluding* rates:—

£..... per.....

NOTE: Items 8 and 9 below need not be completed if the landlord has a qualification certificate for the dwelling (see paragraph 3(*a*) in Part I of this form), or after a second transmission of the tenancy (see paragraph 3(*c*) in Part I of this form), or if the (first) rent entered at item 15(*a*) below takes effect on or after 1st July 1975.

8.(*a*) Is the dwelling let to the tenant separately assessed for rating (i.e. is there a separate entry or entries for it in the Valuation List)?.....

(*b*) If "yes", what was its rateable value on 31st March 1972? £.....

NOTE: The rateable value on 31st March 1972 will, unless it was changed before the general revaluation on 1st April 1973, ordinarily by that shown in the rate demand for 1971-72 or 1972-73. Enquiry can always be made of the local rating authority.

9. If the dwelling let to the tenant is not separately assessed for rating:—

(*a*) what was the rateable value on 31st March 1972 of the rateable hereditament(s) (i.e. property separately assessed for rating and separately shown in the Valuation List) of which the tenant's dwelling forms part? £.....

(*b*) of this rateable value, how much was apportioned to the dwelling let to the tenant? £.....

(*c*) has this apportionment been:—

*made by a county court
*agreed in writing between landlord and tenant

} *delete whichever is inapplicable

10. (If the landlord has a qualification certificate for the dwelling, this item need not be completed.)

Has a certificate of disrepair ever been issued.....
If "Yes", has it since been cancelled?.....

} Please give dates

11. Is the rent agreement embodied in any written document?.....

12. IF THE ANSWER TO 11 IS "YES":—

Summary of the repairing obligations of landlord and tenant respectively, and of the other terms of the tenancy. If these cannot be stated briefly a copy of the agreement may be attached to this form:

.....

.....

13. IF THE ANSWER TO 11 IS "NO":—

(*a*) Is there to be any change in repairing obligations from those under the controlled tenancy, apart from any change as a result of the covenant implied by the Housing Act 1961 (See Note A in Part III below).....

(*b*) What are to be the repairing obligations?

landlord's obligations.....

tenant's obligations.....

(*c*) Is there to be any change in any other terms of the tenancy apart from rent?.....

(*d*) if "Yes", what are the changed terms?

.....

.....

(*e*) What is the term for which the tenancy is to be granted (i.e. is it a periodic tenancy, e.g. weekly, monthly etc., or is it for a fixed term, and if so how long)?

.....

.....

.....

14. Is the date of the rent agreement the same as the date entered at item 17 below? .....

If not, please give the date of the rent agreement.....

15. The rent(s) under the agreement: (See Note B in Part III below)

(*a*) £..... per..... from.....(date)

£..... per..... from.....(date)

£..... per..... from.....(date)

(*b*) Are these figures inclusive of rates?..... If so, what is the present amount of the rates?

£.....per.....

16. Date on which the agreement is to take effect.....
(This will normally be the first date at item 15(*a*) above, unless the agreement specifies otherwise.)

17. DECLARATION BY LANDLORD AND TENANT

We, the undersigned, confirm that the above particulars correctly set out the relevant facts about the dwelling and the relevant terms of our agreement.

(Signed).....landlord

(Signed).....tenant

Date.....

PART III

NOTES

A. Under sections 32 and 33 of the Housing Act 1961, where a dwelling is let for a term of less than 7 years, there is implied a covenant by the landlord—

(1) to keep in repair the structure and exterior of the dwelling (including drains, gutters and external pipes) and also

(2) to keep in repair and proper working order the installations in the dwelling—

(*a*) for the supply of water, gas and electricity, and for sanitation (including basins, sinks, baths and sanitary conveniences but not—except for those previously mentioned— fixtures, fittings and appliances for making use of the supply of water, gas or electricity), and

(*b*) for space heating or heating water.

These obligations fall upon the landlord, even if they were not included in the terms of the lease or the tenant has covenanted to perform them, unless the county court, with the consent of the parties, permits otherwise.

B. Even if the tenancy is a periodic one (weekly and monthly for example as opposed to a tenancy for a fixed term) the landlord and tenant can agree upon a series of rents to become payable on different dates if the periodic tenancy should last so long. If the parties wish, within 3 years after the first such agreement takes effect, to raise the rent above the last or only entry in item 15(*a*) of Part II of this form, but do not wish to apply to the rent officer to get a fair rent registered, the new agreement must be recorded in a similar form, which must then be deposited with the local authority. (For rent agreements more than 3 years after the first such agreement takes effect, see booklet "Rents of Regulated Tenancies" obtainable from council offices, rent officers or Citizens' Advice Bureaux.)

SCHEDULE 7

PART I

Column 1 Regulations revoked	Column 2 References	Column 3 Extent of revocation
The Rent Regulation (Forms etc.) (England and Wales) Regulations 1969.	S.I. 1969/1184 (1969 II, p. 3483).	Regulations 3, 6, 7, 9 and 10.
The Rent Regulation (Forms etc.) (No. 2) Regulations 1972.	S.I. 1972/1615 (1972 III, p. 4751).	Regulations 4 and 5.
The Rent Regulation (Cancellation of Registration of Rent) Regulations 1972.	S.I. 1972/1987 (1972 III, p. 5913).	Regulation 4.

PART II

Column 1 Regulations revoked	Column 2 References	Column 3 Extent of revocation
The Prices and Incomes (Regulated Rents) (England and Wales) Regulations 1968.	S.I. 1968/1080 (1968 II, p. 2913).	The whole regulations.
The Rent Regulation (Forms etc.) (England and Wales) Regulations 1969.	S.I. 1969/1184 (1969 II, p. 3483).	Regulations 1, 2, 4, 5, 8, 11 and 12 (the remainder of the regulations).
The Rent Regulation (Forms etc.) (England and Wales) (Amendment) Regulations 1969.	S.I. 1969/1821 (1969 III, p. 5651).	The whole regulations.
The Rent Regulation (Forms etc.) (England and Wales) (Amendment) Regulations 1970.	S.I. 1970/1645 (1970 III, p. 5401).	The whole regulations.
The Rent Regulation (Forms etc.) Regulations 1972.	S.I. 1972/1306 (1972 II, p. 3948).	The whole Regulations.
The Rent Regulation (Forms etc.) (No. 2) Regulations 1972.	S.I. 1972/1615 (1972 III, p. 4751).	Regulations 1, 2 and 3 (the remainder of the regulations).
The Rent Regulation (Cancellation of Registration of Rent) Regulations 1972.	S.I. 1972/1987 (1972 III, p. 5913).	Regulation 3.

Geoffrey Rippon,
Secretary of State for the Environment.

5th February 1973.

Peter Thomass,
Secretary of State for Wales.

5th February 1973.

EXPLANATORY NOTE

(This Note is not part of the Regulations.)

These Regulations supersede the Rent Regulation (Forms etc.) (England and Wales) Regulations 1969, the Prices and Incomes (Regulated Rents) (England and Wales) Regulations 1968, the Rent Regulation (Forms etc.) Regulations 1972, the Rent Regulation (Forms etc.) (No. 2) Regulations 1972 and Regulations 3 and 4 of the Rent Regulation (Cancellation of Registration of Rent) Regulations 1972. They prescribe the forms to be used for the purposes of Parts III and IV of, and Schedules 6 and 7 to, the Rent Act 1968, and Parts III and IV of, and Schedule 5 to, the Housing Finance Act 1972, relating to regulated tenancies, the conversion of controlled tenancies to regulation, and tenancies to which Part VIII of the Act of 1972 applies. Part VIII provides for rent limits for certain tenancies where the landlord is a housing association, a housing trust or the Housing Corporation.

The forms contained in Schedule 1 to the Regulations, or forms substantially to the same effect, are those to be used in certain cases where a landlord increases the rent under a regulated tenancy. In particular Forms 1, 3 and 4 are similar to the previous Forms Nos. 1, 3 and 5, but with certain amendments to the headings and explanatory notes. Form No. 2 is identical with the form prescribed by the Rent Regulation (Forms etc.) Regulations 1972 except for an addition to the sidenote.

Schedule 2 contains the particulars of a tenancy which the rent officer is to enter in the register when he registers a fair rent under the Rent Act. These are identical with the particulars previously prescribed. Regulation 5 provides that a fee of 15p. is to be paid in order to obtain from the rent officer a certified copy of an entry in the register. This is the fee which was previously prescribed.

The forms contained in Schedules 3 and 4, or forms substantially to the same effect, are for use in connection with applications to register rents and to obtain certificates of fair rent. In particular, Form Nos. 6, 7, 9, 10 and 11 are similar to the previous Forms numbered 6 to 10 and 12 but with amendments in certain cases to the headings and information to be supplied. Form No. 11 takes the place of the previous Forms Nos. 10 and 11. Form No. 8 is identical with the form prescribed by the Rent Regulation (Cancellation of Registration of Rent) Regulations 1972.

The Regulations also prescribe the form of notice to be served by a local authority on a tenant under a controlled tenancy pursuant to section 28(3) of the Housing Finance Act 1972, and the information and explanation which such a notice shall contain. The notice, and the information and explanation, are identical with those prescribed by the Rent Regulation (Forms etc.) Regulations 1972, except for the addition of a reference to the effect of the Counter-Inflation (Temporary Provisions) Act 1972 (c. 74) and the omission of a footnote.

The Regulations further prescribe the form of document to be given by the landlord to the local authority pursuant to section 44(5) of the Housing Finance Act 1972, and the particulars which such document shall contain. This form is identical with the form prescribed by the Rent Regulation (Forms etc.) (No. 2) Regulations 1972, except for the addition of a reference to the effect of the Counter-Inflation (Temporary Provisions) Act 1972.

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