# Elements of the Scheme

* At the time of signing of the tenancy agreement the tenant[s] will lodge the required deposit with the Council.
* The requisite deposit amount for each house type will be as follows:
* €150 Older Persons Dwelling/1 bedroom property.
* €300 2/3 bedroom property
* €400 4 or more bedroom property
* Upon payment of the deposit the tenant will be written to and informed that this amount is being retained as a deposit and, subject to the proper maintenance of the property and in the event of the property being returned to the council in a good condition, will be refunded in full at termination/transfer\* of the tenancy. Kildare County Council’s Tenancy Handbook: A Guide to Making the Most of your Tenancy refers; as this document outlines both the tenant’s responsibilities and the Council’s responsibilities as landlord with regard to maintenance and upkeep of the property.

[\* In cases of joint tenancy, both parties must terminate a tenancy before the deposit will be repaid.]

* In the event of the termination/transfer of a tenancy the tenant will be required to:
* Give at least four weeks notice in writing;
* Leave the property in reasonable condition, in terms of general wear and tear;
* Clear the property of all furniture, goods and other items, including items from the attic;
* Remove all rubbish from the house, garden and shed(s) and leave in a tidy condition. All rubbish removed from the property must be disposed of in a responsible manner.
* Leave in place any fittings [eg. fireplace, mechanical installation, flooring, shed etc.] installed by the tenant during their tenancy, unless permission is granted in writing by the Council to remove them.

[Section 8 of Kildare County Council’s Tenancy Handbook: A Guide to Making the Most of your Tenancy refers.]

* Prior to the tenant leaving the property an inspection will be carried out by housing technical staff to assess the condition of the property.

If there is:

* Damage to the property, above normal wear and tear, and repairs which were the responsibility of the tenant;
* Missing items from the property;
* Cleaning required to be undertaken;
* Rubbish to be removed;
* Unpaid rent;

Then the associated costs will be deducted from the tenancy deposit.

* In the event of a dispute with regard to the payment and/or refund of the deposit an appeal can be submitted to the local authority and the Chief Executive will appoint an appropriate person to consider the appeal and determine the case.

# Date of Implementation

The tenant deposit scheme was adopted by the members of Kildare County Council a meeting of full council on Monday, 22 October 2018.

The tenant deposit scheme will apply to new tenancy agreements entered into as and from

**1 January 2019.**