

NOTICE OF INTENT

SECTION 8, TENANT FEES ACT 2019 ("The Act")

This Notice is issued by		Council	
Date of Notice		Reference	
<p>To</p> <p style="text-align: right;">Name and address of landlord / letting agent</p>			
<p>The Council, being an enforcement authority, GIVE NOTICE that the Council is satisfied that on [] your conduct amounted to a breach of the Tenant Fees Act 2019, namely:</p> <p>(a) Section 1 (Prohibitions applying to landlords), or</p> <p>(b) Section 2 (Prohibition applying to letting agents), or</p> <p>(c) Schedule 2 (treatment of holding deposit)</p> <p><i>(delete as applicable)</i></p> <p>in respect of</p>			
<p style="text-align: right;">Address of property</p>			
<p>The amount of a financial penalty imposed is determined by the Council but must not exceed £5,000 for a first breach.</p> <p>If a further breach is committed within 5 years of the imposition of a financial penalty the subsequent breach will attract either a further financial penalty of up to £30,000 or a criminal prosecution before the Courts. A Court can impose an unlimited fine. Additionally an application can be made before the First Tier Tribunal to issue an order banning you from letting housing in England, engaging in lettings agency work in England and/or engaging in work deemed to be property management in England .</p>			
<p>The Council hereby proposes to impose a financial penalty for the above offence of</p>			

Reasons for issuing the Notice / Details of the breach

You right to make representations and objections

Before a final notice is served you may within the permitted timeframe make written representations and objections to us in relation to the proposed imposition of the monetary penalty. This activates a formal review.

If the monetary penalty relates to a breach of Section 1 or 2 of the Act - you have 28 days beginning with the day after that on which this Notice was served.

If the monetary penalty relates to a breach of Schedule II of the Act - you have 14 days beginning with the day after that on which this Notice was served.

Following a review, we will decide to either

- (a) Continue to impose the amount of the financial penalty;**
- (b) Reduce the amount of the financial penalty; or**
- (c) Decide not to impose a financial penalty at all**

If we decide not to impose a financial penalty the matter will be at an end. However should a financial penalty be decided upon you will be served with a Final Notice setting out the amount of the financial penalty.

Representations are to be sent, within the permitted timeframe, to:

Address of enforcement authority

You may alternatively email your representations to

Signature of Enforcement Officer