

Rent Deposit Guarantee Scheme

Information for Tenants

Purpose of the Scheme:

- The Rent Deposit Guarantee Scheme is designed to offer you a degree of flexibility in the choice of area and type of property that best meets your needs, and where you may not have immediate access to funds for a deposit

We can help you to access the private sector and find a property suitable for your needs; help arrange viewings; and help you to complete any applications required by the landlord or agency

What is a Rent Deposit Guarantee Scheme and how does it work?

We do not give you or the landlord any money for a deposit. Aberdeenshire Council offers to act as your guarantor for the deposit for you, and this lasts for the lifetime of the tenancy.

We can also help you during the tenancy if you encounter any problems

How Much Can a Deposit Be?

Every year the Department of Work and Pensions (DWP) sets Local Housing Allowance Rates (LHA) for every local authority area. These rates are used to check whether a property is affordable for you, when making an application for a deposit.

Aberdeenshire Council will guarantee a deposit of no more than (or up to) the Local Housing Allowance rate for the size of property appropriate for you.

In some instances, the number of bedrooms you can rent from Aberdeenshire Council will not be the same under the DWP rules. It may be helpful for you to understand how many bedrooms you are entitled to when applying for the deposit guarantee, and what the LHA rate is for that size of property.

[Calculate how many bedrooms you are eligible for : DirectGov - LHA Rates](#)

A deposit guarantee can also be used as part-payment towards a larger deposit. In these cases and Affordability Assessment will be done by Housing Staff. You will have to pay the amount above the guarantee to the landlord, who will place it into one of the national tenancy deposit schemes. The landlord has to inform you of where this money is being lodged within 28 days of the tenancy starting.

Who Can Apply?

You can apply if you are/have:

- Over the age of 16
- A Housing Need
- Approached the Housing Options Service, and agreed to the Service
- In work or in receipt of benefits
- Resident in Aberdeenshire at the time of application. An application can be considered if you live outwith Aberdeenshire in exceptional circumstances.

Application Process

Before making an application, you should view the property first, then discuss with the landlord about using the deposit scheme. Landlords can

For more information, please email

businessperformanceanddevelopment@aberdeenshire.gov.uk

Rent Deposit Guarantee Scheme

refuse to use the Rent Deposit
Guarantee Scheme

Do not sign anything or hand any
money over to the landlord until you
have written confirmation from
Aberdeenshire Council that the deposit
will be guaranteed

Only one application for one property can
be considered at any time.

Once your application has been
completed, we will ask you to provide
proof of identity and income, including
benefits. This can be:

- A valid driving license (full or
provisional), or valid passport
- A valid bank card, front and back
- Any payslips for the last 4 weeks, if
weekly paid, or 3 months' if
monthly paid
- Bank statements showing any
benefits being paid
- Universal Credit statement from
your Journal

We will also check to make sure the
landlord is registered with Aberdeenshire
Council before your application can be
processed. This is a legal requirement in
Scotland, and you can also make these
checks here:

[Search start - Scottish Landlord Register](http://landlordregistrationscotland.gov.uk)
(landlordregistrationscotland.gov.uk)

If the landlord is not registered, then the
application cannot be processed

We will also contact the landlord to let
them know that you have made an
application, and how much of a deposit we
can help with. Landlords are asked to
provide information to support your

application, including a copy of the
tenancy agreement.

It can take time to receive all the
information needed to process your
application, so for this reason applications
cannot be processed in an emergency.

Here are some links to other sites you
may find useful:

Scottish Government –

[Renters' rights - Renters' rights](http://rentersrights.campaign.gov.uk)
(rentersrights.campaign.gov.uk)

[Private residential tenancy: information for
tenants - gov.scot](http://gov.scot)

Shelter -

[Get Housing Advice - Shelter Scotland](http://shelter.org.uk)

[Moving house - Shelter Scotland](http://scotland.shelter.org.uk)
(scotland.shelter.org.uk)

To make an application please

- Ask your Options Housing Officer
to make a referral
- Contact Customer Services on
03456 08 12 03
- Email
[businessperformanceanddevelopm
ent@aberdeenshire.gov.uk](mailto:businessperformanceanddevelopment@aberdeenshire.gov.uk)

***Please note that if the landlord makes
a claim against the deposit at the end
of the tenancy, you will be recharged
an amount upto the amount of the
deposit guaranteed***

***Any tenant who is recharged for any
deposit claim made, will be unable to
use the Rent Deposit Guarantee
Scheme again until the current debt
has been paid. A payment arrangement
can be provided.***

For more information, please email
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