

12. A formal record of these activities should be made, supported by appropriate documentation.

13. Following sufficient time (usually at least six years) having elapsed from last contact from the absent Tenant/Landlord the Member may then donate the amount allocated to them to a suitable registered charity - subject to an undertaking that any valid claim subsequently received by the Member from the beneficial or legal owner would be immediately met by the Member from its own resources.

14. Should the absent Tenant/Landlord return within that period and seek to dispute the allocation of the Deposit, the ICE may offer to adjudicate.

The Landlord confirms that the information provided to the Agent (*delete if not applicable*) and the Tenant is accurate to the best of his knowledge and belief and that the Tenant has had the opportunity to examine the information.

The Tenant confirms that he has been given the opportunity to examine this information. The Tenant confirms by signing this document that to the knowledge of the Tenant the information above is accurate to the best of his knowledge and belief.

Landlord/Landlord's agent: Mr. John Smith

Signature: 

26. The landlord, or each of them, should insert their name and sign where it states "signature".

27. Insert the date on which the AST is to be signed by the tenant or tenants.

Dated: 17th January 2013

Tenant(s): Mr. Thomas Jones

Signature(s) 

28. The tenant, or each of them, should insert their name and sign where it states "signature".

Dated:

The Deposit is safeguarded by the Tenancy Deposit Scheme, which is administered by:

Tenancy Deposit Scheme
PO Box 1255
Hemel Hempstead,
Herts
HP1 9GN
phone 0845 226 7837
web www.tds.co.uk
email deposits@tds.gb.com
fax 01442 253193

The Dispute Service Ltd also offers a service for enabling a dispute relating to the Deposit to be resolved without having to go to court.