

**Particulars to be included in a rent book for compliance with  
Rent Book Regulations (NI) 2007**



**BALLYMENA BOROUGH COUNCIL  
'Ardeevin'  
80 Galgorm Road  
BALLYMENA  
BT42 1AB**



A rent book shall contain the following particulars and information:-

- (i) The address of the dwelling-house;
- (ii) The name of the tenant;
- (iii) The name, address and telephone number of the landlord;
- (iv) The name, address and telephone number of the landlord's agent (if any);
- (v) The rent payable and the period covered by each payment;
- (vi) The capital value of the dwelling-house;
- (vii) The amount of the rates payable in respect of the dwelling-house;
- (viii) The amount of any rates included in the rent or payable by the tenant in addition to rent, and the period covered by each payment;
- (ix) The amount and description of any other payment which the tenant is required to make in addition to rent and rates (for example, in respect of heating);
- (x) The tenancy commencement date.