

NOTICE ONLY PACK - PREVIEW

Jurisdiction: Wales

Notice Type: Section 173 Notice (No-Fault) - Wales

DOCUMENTS INCLUDED:

- | | |
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| 1. Section 173 Landlord's Notice (Wales) | Page 2 |
| 2. Service Instructions (Wales) | Page 5 |
| 3. Service and Validity Checklist (Wales) | Page 7 |

WHAT YOU GET:

- * Court-ready legal documents
- * Professional service instructions
- * Pre-service compliance checklist
- * Next steps guidance
- * Lifetime dashboard access
- * Free regeneration anytime

IMPORTANT: This is a PREVIEW ONLY

Complete purchase (£29.99) to download full unredacted documents.

All documents are editable and can be regenerated anytime.

Section 173 Landlord's Notice / Hysbysiad Landlord Adran 173

Renting Homes (Wales) Act 2016 / Deddf Rhentu Cartrefi (Cymru) 2016

To / I: Bethan ContractHolder

Dwelling / Annedd:

200 Swansea Street Swansea SA1 1AA

From / Oddi wrth: Dafydd Landlord

Landlord's Address / Cyfeiriad y Landlord:

100 Cardiff Road Cardiff CF10 1AA

Notice Period / Cyfnod Hysbysiad

TODO: Replace with prescribed bilingual wording for notice period

Contract Start Date / Dyddiad Dechrau'r Contract: 2023-01-01

Service Date / Dyddiad Gwasanaeth: 2025-01-15

Expiry Date / Dyddiad Dod i Ben: 29 January 2025

Rent Smart Wales / Rhentu Doeth Cymru

TODO: Add prescribed bilingual fields for:

- Rent Smart Wales registration confirmation
- Licence number (if applicable)

Landlord's Signature / Llofnod y Landlord

TODO: Add signature block per prescribed bilingual form

Signed / Llofnodwyd: _____

Date / Dyddiad: _____

Notes for Contract Holder / Nodiadau i Ddeiliaid Contract

TODO: Add prescribed bilingual notes and warnings

This is a placeholder template. Replace with exact prescribed bilingual form content.

Mae hwn yn dempled dros dro. Amnewid gyda chynnwys ffurflen ragnodedig union.

Service Instructions for Section 173 Notice

Property: 200 Swansea Street
Swansea
SA1 1AA


Contract-Holder: Bethan ContractHolder

Notice Type: Section 173 Landlord's Notice

Service Date: 15 January 2025

IMPORTANT: WALES-SPECIFIC NOTICE

This guidance is for serving eviction notices under the **Renting Homes (Wales) Act 2016**. Wales has different laws from England. Do not use English guidance or forms.

 **CRITICAL:** You must serve this notice correctly or it will be invalid. Incorrect service is the most common reason for court rejection.

Before You Serve - Compliance Requirements

You **MUST** have complied with all legal requirements before serving any notice:

Rent Smart Wales Registration

- All landlords and letting agents in Wales must be registered with Rent Smart Wales
- Check: www.rentsmart.gov.wales
- Penalty: Serving a notice while unregistered may invalidate the notice

Deposit Protection (if deposit taken)

- Must be protected in a Welsh government-approved scheme:
 - Deposit Protection Service Wales
 - MyDeposits Wales
 - Tenancy Deposit Scheme Wales

- Must have provided prescribed information within 30 days
- **Penalty:** Cannot serve Section 173 notice if deposit not protected

Written Statement of Contract

- Must have provided contract-holder with written statement within 14 days of occupation
- **Penalty:** Cannot serve possession notice until provided

Gas Safety (if applicable)

- Annual gas safety check by Gas Safe engineer
- Copy given to contract-holder

Electrical Safety

- Electrical Installation Condition Report (EICR) within last 5 years

- Copy given to contract-holder

Smoke and Carbon Monoxide Alarms

- Working smoke alarms on each storey
- Carbon monoxide alarms in rooms with solid fuel appliances
- Tested at start of contract

Prohibited Period (Section 173 only)

- Cannot serve Section 173 notice in first 6 months of contract
- Earliest service date: 6 months after contract start

How to Serve This Notice

Under Welsh law, you can serve a notice by:

RECOMMENDED METHOD: Personal Service

- Hand the notice directly to the contract-holder
- Get them to sign a copy confirming receipt
- If they refuse to sign, have a witness present
- Take a photo of the handover

✓ **Why this is best:** Clear proof that the contract-holder received the notice. If they dispute service, you have witness testimony and photographic evidence.


Alternative Method 1: Leaving at the Dwelling

- Leave the notice at the dwelling in a sealed envelope
- Address it to the contract-holder

- Put it through the letterbox or hand it to an adult at the property
- Take a photo as evidence

Alternative Method 2: Postal Service


- Send by First Class post to the dwelling address
- **RECOMMENDED:** Use Royal Mail Signed For or Special Delivery
- Keep proof of postage (certificate of posting or tracking number)
- Notice is deemed served when it would be delivered in ordinary course of post (usually 2 working days)

 **Note:** If using postal service, add extra days to be safe. The contract-holder can claim non-receipt.

Alternative Method 3: Email (Only If Agreed in Contract)

- Can only use email if the contract specifically allows it

- Keep a copy of the sent email and any read receipts
- Follow up with postal or personal service to be safe

 **Risk:** Most contracts do NOT allow email service. Check your contract carefully before using this method.

Evidence You Must Keep

CRITICAL: You will need to prove service when applying to court.

Service Evidence Checklist:

- ✓ Original copy of the notice (for your records)
- ✓ Copy showing date of service
- ✓ Proof of service:
 - Personal service: Signed acknowledgment or witness statement
 - Postal service: Certificate of posting or tracking receipt
 - Email: Sent email with timestamp and read receipt

Certificate of Service Template:

CERTIFICATE OF SERVICE

Property: 200 Swansea Street
 Swansea
 SA1 1AA

Contract-Holder(s): Bethan ContractHolder

I certify that on [DATE], I served the Section 173 Landlord's Notice dated [NOTICE DATE] by:

☒ Personal service - handed to contract-holder at [TIME] on [DATE]

☐ Left at dwelling - left in sealed envelope at [TIME] on [DATE]

☐ Postal service - sent by [METHOD] on [DATE], tracking/reference: [REF]

☐ Email - sent to [EMAIL] at [TIME] on [DATE]

Served by: _____

Signature: _____

Date: _____

Witness (if applicable):

Name: _____

Signature: _____

Date: _____

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What Happens After Service?






Waiting Period

Section 173 Notice Period: Minimum 2 months from service date

You cannot apply to court before this date expires.

If Contract-Holder Does Not Leave

You **CANNOT**:

-  Change the locks
-  Remove their belongings
-  Cut off utilities
-  Harass or threaten them
-  Enter without permission

These are criminal offences in Wales

You **MUST**:

- ✓ Apply to the county court for a possession order
- ✓ Wait for the court hearing
- ✓ Only evict with a court order and bailiff

Common Mistakes to Avoid

- **✗** Wrong notice period - minimum 2 months for Section 173
- **✗** Not registered with Rent Smart Wales
- **✗** Deposit not protected before serving notice
- **✗** Serving in prohibited period (first 6 months of contract)
- **✗** Poor proof of service - always get evidence
- **✗** Self-help eviction - never change locks without court order

Useful Contacts

Rent Smart Wales:

- Website: www.rentsmart.gov.wales
- Phone: 03000 133 344

HM Courts & Tribunals Service:

- Website: www.gov.uk/government/organisations/hm-courts-and-tribunals-service
- Phone: 0300 123 1372

Shelter Cymru:

- Website: www.sheltercymru.org.uk
- Phone: 0345 075 5005

Legal Basis

Service Requirements: Renting Homes (Wales) Act 2016, Section 173

Deposit Protection: Renting Homes (Wales) Act 2016

Illegal Eviction: Protection from Eviction Act 1977

Important: This is guidance only and does not constitute legal advice. If you're unsure about any step, consult a solicitor or legal advisor.

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Section 173 Landlord's Notice - Service and Validity Checklist

Purpose: Use this checklist to verify your Section 173 notice (no-fault possession) was served correctly under the Renting Homes (Wales) Act 2016. Keep this checklist with your evidence file.

Notice Details

Landlord: Dafydd Landlord

Landlord Address: 100 Cardiff Road

Cardiff

CF10 1AA

Contract-Holder: Bethan ContractHolder

Property Address: 200 Swansea Street

Swansea

SA1 1AA

Occupation Contract Start Date: 1 January 2023

Notice Service Date: 15 January 2025

Earliest Possession Date (on or after): 2025-07-30

Service Evidence Checklist

Confirm you have collected and retained the following evidence of service:

- Original signed Section 173 Landlord's Notice
- Copy of the notice served to contract-holder
- Date and time of service recorded
- Method of service documented (hand delivery / first class post / recorded delivery)
- Proof of service:
 - If hand delivered: Photo of letterbox with notice visible, witness statement
 - If posted: Proof of postage receipt (Royal Mail certificate of posting)
 - If recorded delivery: Tracking number and delivery confirmation
- Witness details recorded (name, address, signature) if applicable
- Any correspondence from contract-holder acknowledging receipt

Keep All Evidence: If you need to apply for a possession order, you must prove service. Without clear evidence, your claim may be rejected by the court.

Validity Requirements (Renting Homes (Wales) Act 2016, Section 173)

Verify your notice meets these validity requirements:

- Notice is in writing and contains required information (landlord, contract-holder, property address)
- Notice gives at least 6 months notice
- Notice not served within the first 6 months of occupation contract (prohibited period)
- Contract is a standard occupation contract (not secure or prohibited)
- Notice specifies possession date is on or after: **2025-07-30**
- Notice signed and dated by landlord or landlord's agent
- Landlord is registered with Rent Smart Wales (legally required)
- If deposit taken, deposit protected in approved Welsh scheme (DPS Wales, TDS Wales, MyDeposits Wales)

⚠ CRITICAL WALES-SPECIFIC REQUIREMENTS:

- Section 173 notices can only be used for standard occupation contracts (most AST-equivalent tenancies)
- You must be registered with Rent Smart Wales - unlicensed landlords cannot serve valid notices
- The 6-month prohibited period is absolute - notices served earlier are invalid
- The notice must give at least 6 months notice under the Renting Homes (Wales) Act 2016

After Service

Post-service actions:

- Wait until possession date has passed: **2025-07-30**
- Do not change locks or remove contract-holder belongings (illegal eviction)
- Do not harass contract-holder or cut off utilities
- If contract-holder remains after possession date, apply to court for possession order
- Keep proof of service and Rent Smart Wales registration readily accessible for court

Legal Basis: Renting Homes (Wales) Act 2016, Section 173

Rent Smart Wales: All landlords in Wales must be registered

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