

Vale of Glamorgan Council

# I have received a Notice of Seeking Possession



**If your rent account does into arrears, the Council will let you know by letter. You will have 14 days to either pay the amount you owe in full.**



If you cannot afford this, contact the Housing Rents Section to arrange weekly repayments off the amount owed. The amount of the weekly repayment will be assessed on the amount of rent you owe and your ability to pay. Failure to do wither of the above means the Council has to serve a Notice of Seeking Possession on you. The Notice of Seeking Possession has to be served before action can be taken to recover possession of your home. The Notice of Seeking Possession will be deemed as served if it is:

1. Handed to the tenant (s) by an Officer of the Council or one of its agents.
2. If it is left at the property by either posting it through the letterbox, or if the property is screened by attaching the Notice of Seeking Possession to the screened front or back door.
3. By sending the Notice of Seeking Possession through the post by Recorded Delivery.

The Notice of Seeking Possession is valid for 12 months from the date of issue, but the Council cannot start legal action until 28 days after the date the Notice of Seeking Possession was served. Even at this stage it is still not too late to make a voluntary arrangement to repay the amount owed, and avoid unnecessary legal action and costs. Once the 28 days has passed and if you still have not repaid the amount owing or made a voluntary arrangement, the Council will write to you, and inform you that the Council intends to enter you into the County Court for non payment of rent.

**YOU SHOULD ALWAYS SEEK LEGAL ADVICE IF YOU ARE UNSURE OF YOUR RIGHTS IN RESPECT OF ANY OF THE ABOVE**

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## Useful Phone Numbers:-



Housing Rents Section	01446 709512 01446 709513
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Housing Benefits Section	01446 709244
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Housing Services (Homelessness)	01446 709523 01446 709794 01446 709839
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Shelter Cymru (Cardiff)	02920 654951
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Citizens Advice Bureau

A list of Legal Aid Franchise Solicitors is available from:

Legal Services Commission  
Marland House  
Central Square  
Cardiff  
Tel:- 02920 388971