

CHANGES TO LANDLORD REGISTRATION

1. The applicant's date of birth to be included
2. Details of any licence, voluntary accreditation or registration in connection with the letting of property in the UK. Also including any which may have been refused or revoked.
3. Any relevant convictions or anti-social behaviour orders.
4. Identity of joint owners of the property to be provided
5. Is the applicant a Charity or Trust?
6. Has the applicant been known by any other names? If so, provide details
7. If the applicant has not been at their current address for 5 years details of all previous addresses in the last 5 years
8. If it is a company the registration number is required.
9. All court or tribunal judgments against the applicant under:
 - (a) the Equal Pay Act 1970
 - (b) the Sex Discrimination Act 1975
 - (c) the Race Relations Act 1976
 - (d) the Disability Discrimination Act 1995
 - (e) the Equality Act 2010
 - (f) the Employment Equality (Sexual Orientation) Regulations 2003
 - (g) the Employment Equality (Religion or Belief) Regulations 2003
10. Any email address and contact number
11. A declaration the property meets the:
 - (a) The Tolerable Standard
 - (b) The Repairing standard
 - (c) The Gas Safety (Installation and Use) Regulations and
 - (d) If there is a private water supply meets the Water Intended for Human Consumption (Private Supplies) (Scotland) Regulations 2017.
12. Confirmation the tenant has been provided a copy of the EPC
13. Confirmation a copy of the Gas Safe record has been provided to the tenant
14. Confirmation a copy of the Electrical Inspection Condition Report has been provided to the tenant
15. If the property had been advertised confirmation the advertisement included:
 - (a) Details of the landlord's registration number
 - (b) The EPC indication
16. If the property is within a tenement, a declaration that:
 - (a) There is buildings insurance on the property as per the requirements of the Tenements (Scotland) Act 2004 and
 - (b) The applicant is aware of their obligations in relation to common repairs and maintenance of the tenement building.
17. If it is an HMO property confirmation that it is licensed
18. Confirmation the relevant legionella risk assessments have been carried out and details of any necessary steps taken as a result of the assessment.
19. If the tenancy falls under the Tenancy Deposit Scheme (Scotland) Regulations 2011 confirmation the deposit:
 - (a) Has been lodged with an approved scheme
 - (b) Or will be lodged within the relevant time frame.