

- 11. Fire and Furnishings – Fire Safety Amendment Regulations 1993. Landlords must ensure that all furniture left in the property meets the current standards laid out in the above Fire Safety Regulations. Upholstered articles must have a fire resistant filling. Materials and covered fabrics must have passed a match resistant test or are used with fire resistant inner liners. Guidance Notes concerning the legislation may be obtained from the Local Firemaster. Failure to comply with these Regulations is an offence.**

- 12. Tenancy Deposit Schemes Regulations 2011. Tenants deposits must now be lodged with one of these approved Tenancy Deposit Schemes for the duration of the tenancy and prescribed information must be given to the tenant regarding their deposit. You will require to register as a Landlord with one of the approved Tenancy Deposit Schemes, or Blackwood & Smith can do so on your behalf if you prefer. We have registered with Safe Deposits Scotland which can be found online at www.safedepositsscotland.com. Please ask for a copy of our briefing note if you need further information.**

- 13. Tenancy Information Pack. You are required to provide the tenant with a Tenant Information Pack at the start of the tenancy. It is a practice to e-mail this to the tenant with the other documents which are necessary to set up the lease. Please read the Tenant Information Pack which can be found on our website at www.blackwoodsmith.com.**

LANDLORDS' DUTIES

As Landlord of a rented property you have a duty to comply with the following prior to occupancy of the property by a new tenant:

- 1. Obtain consent from your lender, if any, to let out the property.**
- 2. Register as a Landlord with the Local Authority prior to letting. Applications can be made on line at www.landlordregistrationscotland.gov.uk**
- 3. Advise your insurance company of your intention to let and ensure that the property and contents are kept fully insured.**
- 4. Arrange for the temporary disconnection of the telephone on vacation and accept any reconnection charges on return to the property (there is no guarantee that a particular telephone number can be retained at a property).**
- 5. Provide a Gas safety record to meet the requirements of current legislation. This Certificate is renewable annually.**
- 6. You are required to ensure that all electrical appliances and systems are in proper working order. Whilst an electrical certificate is not required you may feel that such a certificate would be beneficial in the event of any possible claim. This certificate should you choose to obtain should be renewed annually.**
- 7. If the property is to be let furnished, a detailed inventory must be supplied.**
- 8. Provide an Energy Report. This is a legal requirement for all rental properties detailing the home's energy efficiency. These reports last for a period of 10 years and can be obtained from your local surveyors. The Energy Report should be left in the property for the tenant.**
- 9. Smoke alarms are required in all properties. As from September 2007 new smoke alarms being fitted must be hard wired into the mains electricity supply and not battery operated.**
- 10. Blackwood & Smith recommends that carbon monoxide detectors be installed in any property which has gas appliances.**