
SCOTTISH STATUTORY INSTRUMENTS

2012 No. 180

The Homeowner Housing Panel (Applications and Decisions) (Scotland) Regulations 2012

PART 2

Applications to the panel

Application

5.—(1) An application to the panel must be made in writing.

(2) In addition to the homeowner's reasons as required by section 17(2) of the Act, the application must state—

- (a) the name and address of the homeowner;
- (b) that the application is made under section 17(1) of the Act;
- (c) the name, address and profession of the representative of the homeowner, if any;
- (d) the name of the property factor and, if known, the registered number of the property factor;
- (e) the address of the property factor or, if known, the name and address and profession of the property factor's representative; and
- (f) the homeowner's reasons for considering that the property factor has failed to resolve the homeowner's concern.

(3) The application must be signed and dated by the homeowner or by the homeowner's representative.

Required attachments to application

6. The homeowner must attach to the application a copy of—

- (a) the notification from the homeowner to the property factor for the purposes of section 17(3) (a) of the Act;
- (b) any response in writing provided by or on behalf of the property factor to that notification;
- (c) any other correspondence between the homeowner and the property factor relating to the homeowner's concern; and
- (d) any statement of services provided by the property factor to the homeowner as required by the property factor code of conduct.

Representation

7.—(1) A party may act in person or be represented by any person.

(2) Where a representative begins to act for a party, the representative must notify the committee and the other party of that fact as soon as practicable.

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

(3) A representative acting for a party may on behalf of that party do anything that these Regulations require or permit that party to do.

(4) Where a representative ceases to act for a party, the representative must notify the committee and any other party of that fact and, if known, of the name and address of any new representative as soon as practicable.

(5) Notification under paragraphs (2) and (4) may be given orally at a hearing to the committee and to any other party present, but must otherwise be given in writing.

(6) If the committee are satisfied that there is a good reason, they may refuse to permit a particular person to assist or represent a party at a hearing.