

**Status:** This is the original version (as it was originally made).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

## SCHEDULE 1

### LIST OF FORMS TO BE USED IN CONNECTION WITH REGISTRATION

#### Form 14

##### Form of further notice requiring additional payment following agreement

###### FURTHER NOTICE REQUIRING ADDITIONAL PAYMENT FOLLOWING AGREEMENT

To: *[name and address of former tenant]*.

This notice is sent by *[name and address of former landlord]*. The notice relates to the extinction of a right which arose under the lease of *[give description of the land leased]* dated *[give date of the lease]*, namely *[specify which of the rights listed in section 51(1) of the Long Leases (Scotland) Act 2012 has been extinguished and on which the claim is founded]*.

The payment due to me for the extinction of the right has been agreed at £ *[amount]*. You are now required to pay this sum.

Signed: *[signature either of the former landlord or of the former landlord's agent; and if an agent signs, the word "Agent" should be put after the agent's signature]*

Date:

*(If payment is to be made to an agent of the former landlord then add:*

Payment should be made to: *[name and address of agent]*.)

”

##### Form of explanatory note

###### *“Explanatory Note (This explanation has no legal effect)*

This notice is being sent to you as a former tenant under a long lease. It follows an earlier notice in which compensation was requested by the former landlord for the extinction of the right mentioned in the notice. The amount due by way of compensation has now been agreed with you as being the amount stated in the notice.

You have a choice of paying the whole amount within four weeks or, if the amount is £50 or more, of paying by instalments. To elect to pay by instalments you must sign, date and return the enclosed instalment document within four weeks. If, having returned the instalment document, you sell, or transfer for valuable consideration, the property or any part of it you will lose the option of paying by instalments.

To be valid this notice must have been sent within 5 years of 28 November 2015 (the date on which the lease of which you were a tenant was converted or extinguished).”