



# Housing (Scotland) Act 2014

## 2014 asp 14

### PART 4

#### LETTING AGENTS

##### *Duties of registered letting agents*

#### **36 Letting agent registration number**

- (1) The Scottish Ministers must allocate a number to each registered letting agent (the “letting agent registration number”).
- (2) A registered letting agent must take all reasonable steps to ensure that the agent's letting agent registration number is included in—
  - (a) any document sent to a landlord, tenant, prospective landlord or prospective tenant in the course of the agent's letting agency work,
  - (b) any property advertisement or communication in relation to the agent's letting agency work, and
  - (c) any other document or communication of a type specified by the Scottish Ministers by order.
- (3) For the purposes of this section—
  - (a) “advertisement” includes any form of advertising whether to the public generally, to any section of the public or individually to selected persons, and
  - (b) “communication” includes electronic communications sent or placed on a web page on a website operated by or on behalf of the registered letting agent.

#### **Commencement Information**

**II** S. 36 in force at 31.1.2018 by [S.S.I. 2016/412](#), art. 2, [sch.](#)

---

*Changes to legislation: Housing (Scotland) Act 2014, Cross Heading: Duties of registered letting agents is up to date with all changes known to be in force on or before 22 January 2024. There are changes that may be brought into force at a future date. Changes that have been made appear in the content and are referenced with annotations. (See end of Document for details) View outstanding changes*

---

### **37 Duty to inform: change of circumstances**

- (1) This section applies if, in consequence of a change in circumstances, any information provided by a registered letting agent to the Scottish Ministers by virtue of section 30 or, as the case may be, this section, becomes inaccurate.
- (2) The registered letting agent must notify the Scottish Ministers in writing, as soon as practicable after the inaccuracy arises, of the change that has occurred.
- (3) The notice must be accompanied by a fee of such amount (if any) as the Scottish Ministers may determine.
- (4) It is an offence for a person to fail to comply with subsection (2) without reasonable excuse.
- (5) A person who commits an offence under subsection (4) is liable on summary conviction to a fine not exceeding level 3 on the standard scale.

---

#### **Commencement Information**

**I2** S. 37 in force at 31.1.2018 by S.S.I. 2016/412, art. 2, sch.

**Changes to legislation:**

Housing (Scotland) Act 2014, Cross Heading: Duties of registered letting agents is up to date with all changes known to be in force on or before 22 January 2024. There are changes that may be brought into force at a future date. Changes that have been made appear in the content and are referenced with annotations.

[View outstanding changes](#)

**Changes and effects yet to be applied to :**

- specified provision(s) amendment to earlier commencing S.S.I. 2016/412, art. 3(1) (a) by [S.S.I. 2017/330 art. 2](#)
- specified provision(s) amendment to earlier commencing SSI 2015/272 Sch. by [S.S.I. 2015/349 art. 2\(2\)](#)