

SCHEDULE

The First-tier Tribunal for Scotland Housing and Property Chamber Rules of Procedure 2017

PART 3

Procedure in respect of private rented applications

CHAPTER 9

Procedure in respect of letting agent applications

Application to appeal decision by the Scottish Ministers to refuse to register or removal from register

94. Where a person makes an application under section 41(1) (appeals) of the 2014 Act, the application must—

- (a) state—
 - (i) the name, address and letting agent registration number (if any) of the person;
 - (ii) the name, address and profession of any representative of the person;
 - (iii) the address of the Scottish Ministers;
 - (iv) the decision of the Scottish Ministers under section 32 (to refuse to enter that person in the register or to renew that person's existing entry in the register) or under section 39 (to remove that person from the register) of the 2014 Act;
 - (v) the date the person was notified of that decision; and
 - (vi) the reasons why a person is appealing the decision of the Scottish Ministers;
- (b) be made before the end of the period of 21 days beginning with the date of the notification of the decision; and
- (c) be signed and dated by the person or a representative of the person.