

Factsheet:

Rent increases in private tenancies

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Factsheet – Rent Increases in Private Tenancies

If you have been served with notice of a **rent increase** by your landlord, you should **first check what type of tenancy** you have, because the **procedure is different** for different types of tenancies.

Private Residential Tenancies

If you moved into your home or signed a new tenancy agreement **since 01 December 2017** it is most likely that you will have a Private Residential Tenancy (PRT).

If you have a PRT, your landlord has to follow the **proper legal procedure** to increase your rent, or it **may not be valid**;

1. They have to send you a **Rent-Increase Notice** in the **proper format**. (Check **item 1 in the Appendix [p7]** to make sure they have sent you the correct form.) If they have not sent you this Notice then you should let your landlord know that the increase is not valid, and you will continue to pay your current rent.
2. The increase can only start **at least three months** from the date you receive the Notice. If an earlier date is given in the Notice, you should let your landlord know that you will only be paying the increased amount after three months have passed.
3. Your landlord can only increase your rent **once every 12 months** at the most.

You must complete and return **part 3 of the Rent-Increase Notice form** (see **item 1 in the Appendix [p10]**) to your landlord to let them know whether you accept the rent increase or not.

Challenging a Rent-Increase Notice for a PRT

If your landlord sends you a Rent-Increase Notice and you **do not accept it**, you can make referral to **Rent Service Scotland (RSS)** to check the increase and set your rent.

You must apply to RSS **within 21 days of receiving the Rent-Increase Notice**, which is very important as they will not accept late applications.

You should **think carefully** about proceeding, as the Rent Officer from RSS can set the rent for your property **higher or lower** than the increase, based on what rent they could charge to a new tenant on the **open market**. (See below section.)

It is easiest to apply **online** through the Scottish Government's website; <https://www.mygov.scot/tenant-rent-increase/private-residential-tenancy>

If you disagree with a Rent Officer's decision, you can;

- Ask the Rent Officer to **review** the decision, which you must do **within 14 days**.
- If you still disagree, you can **appeal** the decision to the First-Tier Tribunal (Housing and Property Chamber) using **Form H (Item 2 in the Appendix [p11])**, and sending it to HPCAdmin@scotcourtsribunals.gov.uk, which you must do **within 14 days**.
- There is unfortunately **no further right to appeal** the decision of the First-Tier Tribunal once an appeal has been decided.

Assured Tenancies

If you moved into your home **before 01 December 2017**, and have not signed a new tenancy agreement since that date, it is most likely you will have an **assured tenancy** (or a special type of assured tenancy called a short assured tenancy – more on these later). These types of tenancy were created by the **Housing (Scotland) Act 1988**.

Rent can **only** be increased for a **contractual assured tenancy by agreement or by operation of a rent review clause** in the tenancy agreement.

If you have **never received a valid Notice to Quit**, or sent Notice to your landlord yourself, you will still have a **contractual assured tenancy**, even if the original term has expired, as it will continue because of a legal principle called **tacit relocation**.

If your landlord tries to increase your rent in these circumstances, you should;

- Check your tenancy for a **rent review clause**, and whether the rent increase **matches** up with this.

- If there is no rent review clause, you should only begin to pay the increased amount if you **agree** with it. If not, you might want to enter into **negotiations** with your landlord about the increase to see if a figure can be reached which both parties are happy with.

If a **Notice to Quit** has ever been served to **terminate your contractual tenancy**, you will then have a tenancy called a “**statutory assured tenancy**”.

Your landlord can try to increase your rent in a statutory assured tenancy in certain circumstances by sending you a notice in **form AT2**. (Check **Item 3 in the Appendix [p15]**, to make sure your landlord has served the right form.)

If you **do not agree** with the rent increase proposed, you can ask the **First-Tier Tribunal** to look at the increase using **form AT4** (see **Item 4 in the Appendix [p18]**).

- You must send this to the Tribunal **before the new rent is supposed to start**.
- The Tribunal will determine the **market rent** for the property, taking into account a number of factors. This could be **higher or lower** than the amount of the rent increase, so you should think carefully before challenging the increase at the Tribunal.

Seek **urgent legal advice** if you **do not agree with the Tribunal’s decision**. In limited circumstances, you may be able to appeal to the **Upper Tribunal**, if the First-Tier Tribunal have made an **error of law**.

Short Assured Tenancies

Some assured tenancies can be a special type of tenancy, called a **short assured tenancy (SAT)**. Even if your tenancy agreement says you have an SAT, this will only actually be the case if your landlord gave you a document called **an AT5 before your tenancy was signed**.

The **same rules above** for assured tenancies apply to SATs, but if a short assured tenant **does not agree with their rent**, they can also ask the Tribunal to make a “**rent determination**” themselves.

- This can be done **at any time during the tenancy** with a **form AT4**.
- The Tribunal can only set a rent if it decides that there are **enough assured tenancies in the area** with which it can compare the property, **and** if it

believes that the existing rent is **significantly higher** than rents for other such properties. So, the Tribunal may **refuse the application**, if it doesn't think it can apply the **criteria**.

Seek **urgent legal advice** if you **do not agree with the Tribunal's decision**. In limited circumstances, you may be able to appeal to the **Upper Tribunal**, if the First-Tier Tribunal have made an **error of law**.

Other types of tenancies

In rare circumstances, you might have neither of the above types of private tenancy. In those cases, if you receive a rent increase which you do not agree with, we would advise you to **seek legal advice as soon as possible**, to discuss and consider your options.

Market Rents

When deciding whether to challenge a rent increase, it is important to think about whether it is in your **best interests** to do so. You should look into what is likely to be considered the **market rent** for your home. The Rent Service Scotland or the First-Tier Tribunal might **reduce** your rent, but there is also a risk they could decide the market rent is **higher** than what you pay at the moment.

You can search **previous decisions** of the Rent Service Scotland or the First-Tier Tribunal **online**, to give you an idea of what has previously been considered the market rent for **comparable** properties in your area. You can **look online** to find out what rents are **currently** being charged for **similar** properties. You should be prepared to **state your case** on the appropriate level of rent, and may wish to lodge **evidence** of your position.

Other things that should be taken into account when deciding if a property is **comparable** with yours and what **rent** should be charged;

- The **size, type and location** of the property
- The **state of repair** of the property
- What **type of tenancy** you have
- Whether the property is let as **furnished** or unfurnished
- Whether the you have made any **improvements** or caused any **damage** to the property (both of these should be **ignored** when reaching a value)

If a decision is being made about the market rent for a property by the **First-Tier Tribunal**, then they might arrange an **inspection** of the property to help them decide.

What to consider if you can't afford your new rent

If a **new rent** has been set for your private tenancy, and you **can't challenge** this, you might be **worried** about how you will afford the increase. We recommend taking the following steps;

- **Speak to a welfare rights advisor** – you might be entitled to some help with your rent through **Universal Credit, Housing Benefit or Discretionary Housing Payments**. A welfare rights advisor will be able to **assess** your circumstances, carry out a **benefit check**, and help you **apply** for any help you might be entitled to in order to **maximise your income**. (Please see Appendix for a list of organisations who might be able to help.)
- **Speak to your landlord** – depending on the landlord, and your relationship with them, you might be able to **negotiate** a lower rent with them if you explain your circumstances.
- **Look for alternative accommodation** – you may need to consider a **less expensive property** if you are unable to afford the rent, to avoid accruing rent arrears. You can check the private rental market or make applications to local Registered Social Landlords/Housing Associations.
- **Make a homeless application to the local authority** – as a **last resort**, if you can no longer afford your tenancy and have exhausted all other options, you could make a homeless application to the local authority for **assistance obtaining alternative permanent accommodation**. Homeless applicants have **greater priority** for re-housing with Registered Social Landlords.

Although you still have a **roof over your head**, it is **no longer reasonable** for you to occupy your tenancy now that it is unaffordable, and we would argue that this meets the **legal definition of homelessness**. You should seek **legal advice** if the local authority will **not accept** your homeless application in these circumstances.

If you build up rent arrears

Nobody wants to get into rent arrears, but if this has been **unavoidable** for you while you are taking the steps above, then **don't panic**.

You should contact a **money advisor** to help you work out if you can make a proposal to any rent arrears. (**Govan Law Centre** has a money advisor who may be able to help you to work out a repayment proposal to arrears if you live in certain areas. See **Appendix** [p22] for other places who might be able to help.)

Your landlord **cannot just evict you** as soon as you get into arrears. They have to follow the correct **legal procedure** by serving valid **notices to terminate** the tenancy and then raising **eviction proceedings** in the First-Tier Tribunal for Scotland. You should **seek urgent legal advice** if eviction proceedings are raised.

If your landlord **attempts to evict you without following the legal procedures**, even if there are rent arrears, then this would be an **illegal eviction** and you should contact the **Police**. You should also **seek urgent legal advice**.

APPENDIX

Item 1 – Rent Increase Notice for Private Residential Tenancies

RENT-INCREASE NOTICE

LANDLORD'S RENT-INCREASE NOTICE TO TENANT(S) UNDER SECTION 22(1) OF THE PRIVATE HOUSING (TENANCIES) (SCOTLAND) ACT 2016

Important information for the Tenant(s) - Please read this notice carefully.

Advice - If you have questions about this notice, speak to your landlord or contact one of the following:

- your local council
- Shelter Scotland
- your local Citizen's Advice Bureau
- a solicitor (you may be able to get legal aid depending on your income)

This notice informs you, as a Tenant, that your Landlord wants to increase the rent for your private residential tenancy. The new rent will start from the date shown in Part 2 of this notice unless you take one of the following actions:

1. reach an agreement with your Landlord to further delay the rent increase.
2. refer this notice to a Rent Officer for a rent determination, using the specific referral to a Rent Officer form, within 21 days of receiving this notice. This option is not available if the Let Property is located in a rent pressure zone.
3. can prove that your Landlord did not give you enough notice of the increase.

You must complete Part 3 of this form and return it to your Landlord. If you do not do this, the rent increase will start from the date shown in Part 2 of this notice.

If you apply to a Rent Officer to challenge the proposed increase to your rent the Rent Officer can increase as well as reduce your rent.

Part 1 – THE TENANT AND THE LET PROPERTY (this part must always be completed by the Landlord)

Tenant(s) name(s): _____

Let Property (the Tenant(s) address): _____

Is the Let Property mentioned above located in a Rent Pressure Zone (RPZ)?

- ☐ No (Landlord to complete Part 2a only)
- ☐ Yes (Landlord to complete both Part 2a and Part 2b)

Part 2a – THE PROPOSED RENT INCREASE (this part must always be completed by the Landlord)

This gives you notice that: (name of Landlord(s)) _____

of: (address of landlords(s)) _____

proposes to increase your rent from £_____ per *week/fortnight/4 weeks/month/quarter/year

to a new rent of £_____ per *week/fortnight/4 weeks/month/quarter/year for your tenancy at the address in Part 1.

The new rent is to take effect from: (insert date) _____

The last time your rent was increased was: (insert date (if appropriate)) _____

I confirm that the date the new rent will start from is at least 12 months after any previous rent increase.

Signed: (Landlord/Landlord's agent) _____

Date: _____

Address of Landlord's agent (if appropriate):

Part 2b – IF THE LET PROPERTY IS IN AN RPZ

Only complete this section if the Let Property is in an area which has been designated by the Scottish Ministers as a Rent Pressure Zone.

The Let Property in Part 1 of this form is in a Rent Pressure Zone. This means that the Scottish Ministers have set a cap on the maximum amount by which your rent can be increased. This is because rents in your area are rising too much, causing difficulties for existing tenants and having a negative effect on the local authority's housing system.

The new proposed rent amount outlined in Part 2 must not be more than the rent cap set by the Scottish Ministers.

The following equation has been used by the Scottish Ministers to set the cap for the area that you live in:

$$R \times \left(1 + \frac{\text{CPI} + 1 + X}{100}\right) + Y$$

In the above equation:

- R is the amount of rent payable before the rent increase.
- CPI is the percentage change (if any) in the consumer prices index over the period from the day of your last rent increase or, if your rent has not been increased before, from the day your tenancy began.
- X is the number of percentage points decided by the Scottish Ministers and set out in regulations.
- Y is the amount (if any) that your Landlord can charge you as a result of improvements made to the Let Property. Only a Rent Officer can decide how much can be inserted above for 'Y'. If a figure greater than zero has been added below for 'Y', a copy of the Rent Officer's decision must accompany this notice which confirms that amount.

For example, if:

- R = £800 (rent amount payable before the rent increase)
- CPI over the period is 0.6%
- X is set by the Scottish Ministers at 2%
- Y is £30

The calculation would look like this:

$$£800 \times \left(1 + \frac{0.6 + 1 + 2}{100}\right) + £30 = \text{new rent of } £858.80 \text{ per month}$$

When you add in the actual amounts for each of the letters above, the equation used to calculate your rent increase looks like this:

$$£ \boxed{} \times \left(1 + \frac{\boxed{} + 1 + \boxed{}}{100}\right) + £ \boxed{} = £ \boxed{}$$

(insert the appropriate figures into this equation to calculate the cap that will apply for the area you live in)

The above cap is in force from _____ to _____

(insert dates cap is in place)

Part 3 – TENANT’S RESPONSE TO THE PROPOSED RENT INCREASE

(This part should be completed by the Tenant(s) and returned to the Landlord. If this isn’t done, the rent increase will take effect from the date shown in Part 2 of this notice)

To: (Landlord/Landlord’s letting agent): _____

From: (name of the Tenant(s)): _____

of: (address of Let Property): _____

[*I/We] acknowledge receipt of the rent-increase notice dated _____ and give you notice that:

- ☐ *I/We accept the new rent to apply from: (insert date) _____
- ☐ *I/We accept the new rent, but have not been given sufficient notice. I/we can provide evidence that I/we did not receive the rent-increase notice until: (insert date) _____.

Therefore, the rent increase cannot take effect until _____ (insert date).

- ☐ *I/We do not accept the new rent to apply from _____ (insert date) and propose to make a referral to a Rent Officer for a determination of the open market rent.
YOU CANNOT CHOOSE THIS OPTION IF THE LET PROPERTY IS IN A RENT PRESSURE ZONE.

Signed: (Tenant(s)/Tenant’s agent) _____

If the tenancy is a joint tenancy all Tenants (or their agents) must sign.

Date: _____

Address of Tenant’s agents(s) (if appropriate): _____

If you do not complete and return this part of the form to your Landlord, the rent increase will take effect from the date shown in Part 2 of this notice.

This is an important document. You should make a copy for your own records before returning this section to your Landlord.

[* delete ‘I’ or ‘We’ as appropriate]

Item 2 – Form H – to appeal the rent set by a Rent Officer for a Private Residential Tenancy to the First-Tier Tribunal (Housing & Property Chamber)

Housing and Property Chamber
First-tier Tribunal for Scotland



Glasgow Tribunals Centre
3rd Floor
20 York Street
GLASGOW
G2 8GT
0141 302 5900

www.housingandpropertychamber.scot
hpcadmin@scotcourtribunals.gov.uk

FORM H

Application by a tenant or landlord to appeal the rent set by the Rent Officer for a Private Residential Tenancy:

Private Housing (Tenancies) (Scotland) Act 2016 (New Private Residential Tenancies entered into from 1 December 2016 onwards)

This application is made under Rule 108 of **The First-tier Tribunal for Scotland Housing and Property Chamber (Procedure) Regulations 2017** ("the Rules").

Please refer to the separate document **Notes on Completing Form H** ("the Notes") which accompanies this form, to ensure that you are providing the correct information at each section. If you do not provide the correct information, the application WILL NOT be accepted and will be returned to you.

PLEASE COMPLETE THIS FORM USING BLOCK CAPITALS AND BLACK INK

1. APPLICANT DETAILS (if more than one, please include further details on a separate sheet, see Section 1 of **the Notes**)

a	Company/organisation name	
b	Title (e.g. Mr, Mrs, Miss, Ms)	
c	First name	
d	Last name	
e	Contact address	
f	Contact telephone number	
g	Contact email address	

2. APPLICANT REPRESENTATIVE DETAILS

Please note if part 2 is completed we will correspond only with the nominated representative. If the representative changes, it is important that this is notified immediately to the tribunal

a Company/organisation name*	
b Title (Mr, Mrs, Miss, Ms)	
c First name	
d Last name	
e Contact address	
f Contact telephone number	
g Contact email address	
h Profession	

3. RESPONDENT DETAILS (if more than one, please include further details on a separate sheet, see Section 3 of the Notes)

a. Company/organisation name	
b. Title (e.g. Mr, Mrs, Miss, Ms)	
c. First name	
d. Last name	
e. Contact address	
f. Contact telephone number	
g. Contact email address	

☐ Same as Applicant
 ☐ Same as Respondent
 ☐ Not applicable

Other (please specify address)

Please indicate which party is the landlord, and provide their landlord registration number:

Landlord is Applicant ☐ Landlord is Respondent ☐

Registration number:

[illegible]

7. REQUIRED DOCUMENTS

Please read **the Notes** and complete the checklist below to indicate that you are supplying each of these required documents with your application:

A copy of the rent officer's order

☐

A copy of the rent-increase notice upon which the referral to the rent officer was based

☐

8. SIGNATURE

We will store and process the information you provide in line with data protection law. You have the right to ask to see information we have about you and to challenge how we process your personal data. Processing of your information in relation to an application is necessary for the performance of a task carried out in the public interest in terms of Article 6 1(e) of the UK General Data Protection Regulation¹.

In order to process your complaint, the Chamber may need to contact other relevant organisations (for example the Local Authority) and we may need to obtain reports from relevant specialists. Further information on the organisations that may be contacted with details of your application is available on our website. In terms of the legislation² which governs the application process, we will send copies of any application, attachments, correspondence and representations to the other parties and their representatives. **We cannot progress your application without doing this.**

Please note also that legislation³ requires the Chamber to make any tribunal decisions and statements of reasons publicly available. Further information on how the administration processes personal data and on your rights can be found on the SCTS website⁴.

Where a party, a representative or an interested party provides an email address, the First-tier Tribunal will communicate using that address until the party, representative or interested party requests that another method of communication be used.

Your signature

Date

¹ <https://www.legislation.gov.uk/eur/2016/679/article/6>

² <http://www.legislation.gov.uk/ssi/2017/328/schedule/paragraph/9/made>

³ <http://www.legislation.gov.uk/ssi/2017/328/schedule/paragraph/26/made>

⁴ <http://www.scotcourts.gov.uk/about-the-scottish-court-service/contact-us/data-protection>

Item 3 – Form AT2 – rent increases in statutory assured tenancies

FORM AT2: FOR USE ONLY BY A LANDLORD

ASSURED TENANCIES

AT2

HOUSING (SCOTLAND) ACT 1988

NOTICE BY LANDLORD UNDER SECTION 24(1) OF AN INCREASE OF RENT
UNDER AN ASSURED TENANCY

IMPORTANT: INFORMATION FOR TENANT(S)

This notice informs you as tenant(s) that your landlord(s) wish(es) to increase the rent for your assured tenancy. The new rent will take effect unless you reach an agreement with your landlord that the rent should be a different amount or unless you refer this notice to the First-tier Tribunal for Scotland Housing and Property Chamber (the Tribunal) for a rent determination using form AT4. If you do apply to the Tribunal or reach an agreement with your landlord you must do so before the date on which the new rent is due to take effect. You should give your landlord your response to the proposed new rent by returning Part 3 of this notice to the Landlord.

Please read this notice carefully before responding

Part 1 To
(name of tenant(s))

of

.....

.....

(address of tenant(s))

NOTE 1 TO TENANT.
YOUR LANDLORD MUST GIVE YOU AT LEAST THE FOLLOWING AMOUNT OF NOTICE OF A RENT INCREASE. IF THE ASSURED TENANCY IS FOR 6 MONTHS OR MORE, 6 MONTHS' NOTICE MUST BE GIVEN. IF THE TENANCY IS FOR LESS THAN 6 MONTHS, THE NOTICE GIVEN MUST BE THE SAME LENGTH AS THE ORIGINAL TENANCY BUT CANNOT BE LESS THAN ONE MONTH.

Part 2. This gives you notice that
 (name of landlord)
 of

 (address of landlord)
 proposes to charge a new rent of £
 [per year]* [per month]* [per
 week]* for your tenancy of the house at the address in Part 1.
 The new rent is to take effect from (date)
 Signed (Landlord(s)/Landlord's Agent)
 Date
 Address of Agent (if appropriate)

IMPORTANT: FOR THE ATTENTION OF TENANT(S) NOTES 2 TO 4

2. A LANDLORD MAY PROPOSE A NEW RENT BY THIS MEANS ONLY IF THE TENANCY IS A STATUTORY ASSURED TENANCY. IF YOU ARE IN DOUBT ABOUT WHAT KIND OF TENANCY YOU HAVE YOU SHOULD CONSULT A SOLICITOR OR AN ORGANISATION WHICH GIVES ADVICE ON HOUSING MATTERS.

3. THE PROPOSED NEW RENT WILL TAKE EFFECT ON THE DATE SPECIFIED UNLESS YOU REACH SOME OTHER AGREEMENT WITH YOUR LANDLORD OR UNLESS YOU REFER THE NOTICE TO THE TRIBUNAL FOR A RENT DETERMINATION BEFORE THE DATE ON WHICH THE NEW RENT TAKES EFFECT.

4. IF YOU DECIDE TO REFER THIS NOTICE TO THE TRIBUNAL YOU MUST DO SO USING FORM AT4 (OBTAINABLE FROM THE TRIBUNAL, RENT SERVICE SCOTLAND, CITIZENS ADVICE BUREAU OR HOUSING ADVISORY CENTRE). THE APPLICATION SHOULD BE MADE TO THE TRIBUNAL.

*delete as appropriate.

IMPORTANT: FOR THE ATTENTION OF TENANT(S) NOTES 5 TO 7

5. YOUR LANDLORD CANNOT INCREASE YOUR RENT BY THIS METHOD MORE OFTEN THAN ONCE EVERY 12 MONTHS.

6. DETACH PART 3 AND RETURN IT TO YOUR LANDLORD AS SOON AS POSSIBLE. HOWEVER IF YOU WISH TO DISCUSS THE PROPOSED NEW RENT WITH YOUR LANDLORD DO NOT COMPLETE PART 3 NOW. BUT REMEMBER IF YOU DECIDE TO REFER THE NEW RENT TO THE TRIBUNAL OR SEEK TO REACH SOME OTHER AGREEMENT WITH YOUR LANDLORD YOU MUST DO SO BEFORE THE DATE ON WHICH THE NEW RENT IS DUE TO TAKE EFFECT.

7. THIS IS AN IMPORTANT DOCUMENT AND IT SHOULD BE KEPT IN A SAFE PLACE.

Part 3. (This part is for the use of the tenant).

To
(landlord/landlord's agent)

*I/We acknowledge receipt of the notice AT2 dated20..... and give you notice that

*I/We accept the new rent to apply from

..... 20....

*I/We do not accept the new rent to apply from

..... 20.... and

propose to refer the matter to the Tribunal for a rent determination.

Signed (Tenant/Tenant's agent)

(If the tenancy is a joint tenancy all tenants or their agents should sign)

Date

Address of tenant's agent(s) (if appropriate)

.....
.....
.....

*delete as appropriate.

Item 4 – Form AT4 – to challenge a rent increase in a statutory assured tenancy (following service of Form AT2) or to ask the First-Tier Tribunal for a “rent determination” in a short assured tenancy

FORM AT4: FOR USE ONLY BY A TENANT

ASSURED TENANCIES

AT4

HOUSING (SCOTLAND) ACT 1988

Application by a tenant to the First-tier Tribunal for Scotland Housing and Property Chamber (the Tribunal) for a determination of rent under sections 24(3) and 34(1) of the Housing (Scotland) Act 1988

IMPORTANT: INFORMATION FOR TENANT(S)

This form should be used if you as tenant are seeking a determination of rent from the Tribunal for your assured or short assured tenancy. This might be as a result of Notice AT2 having been served on you by your landlord (a Notice AT2 proposes an increase in rent for an assured tenancy), or, if you are a tenant of a short assured tenancy, because you would like the Tribunal to look at the rent you are being charged. Please note that tenants of short assured tenancies have different rights to apply to the Tribunal from other assured tenants. You are therefore advised to read this application form carefully. Complete the form as fully as you can. Insert 'NOT KNOWN' where the information is not available. Where boxes are shown tick only one. It would be helpful if you would type your answers or use BLOCK LETTERS in BLACK INK and send 2 copies of the form, if possible, to the Tribunal.

Part 1. Address of house being let.

.....
.....

Part 2. Name, address and telephone number of landlord.

.....
.....

Name, address and telephone number of landlord's agent (if any).

.....
.....

Part 3. Name and telephone number of tenant(s).

.....

.....

Name, address and telephone number of tenant's agent (if any).

.....
.....

Part 4. Details of House

Say what kind of house it is, such as a detached or terraced house or flat or part of a house. (If a flat give location in stair e.g. 1F1.)

.....
Give number and type of rooms (eg bedroom, living room).
.....

.....
Is there any accommodation or facilities shared with another tenant? If yes, give details.

☐ No ☐ Yes

.....
Is there any accommodation or facilities shared with the landlord? If yes, give details

☐ No ☐ Yes

.....
Does the tenancy include a garage, garden, yard or any other separate building or land? If yes, give details.

☐ No ☐ Yes

.....
Part 5. Services

Does the landlord provide any services (such as cleaning, heating or hot water supply)? If yes, give details.

☐ No ☐ Yes

.....
What charge is made for those services at present?
.....

Part 6. Furniture

Does the landlord provide any furniture? If yes, please attach a list of the furniture provided. If you do not have one prepare one and attach it to this form.

☐ No ☐ Yes

.....

.....

.....

Part 7 Improvements

During the present or any former tenancy has the tenant or any previous tenant carried out any improvement or replaced fixtures, fittings or furniture for which the tenant is (or the tenant was) not responsible under the terms of the tenancy? If yes, give details including the costs (actual or estimated) and the approximate date on which the work was carried out.

☐ No ☐ Yes

.....

.....

.....

.....

Part 8 Disrepair

Is there any disrepair or other defect to the house or to any fixtures, fittings or furniture due to a failure to comply with the terms of the present or any former tenancy?
If yes, give details.

☐ No ☐ Yes

.....

.....

.....

.....

Part 9 What rent are you paying now?

£..... [per week*] [per month*] [per year*]

If you are responding to a rent increase proposed by your landlord please attach a copy of Notice AT2 which gave notice of the proposed new rent.

*delete as appropriate

Part 10. I apply to the Tribunal for a rent determination for the house at the address in part 1 above.

Signed (tenant or tenant's agent)

Date
(in the case of joint tenants all tenants should sign)

Part 11. In submitting your application you should attach copies of certain documents which will be required by the Tribunal to help it make a determination. You should attach the following:

- | | | |
|----|---|--------------------------|
| a. | A copy of the existing tenancy agreement or written document setting out the terms of the tenancy. | ☐ |
| b. | A copy of Notice AT2 if one has been served on you by your landlord (including any attachments to that form). | ☐ |
| c. | If you provide furniture, a list of the furniture; and | ☐ |
| d. | If the tenancy is a short assured tenancy a copy of Notice AT5 served on you by the landlord. | ☐ |

Any documents which you send with this application will be returned to you as soon as possible.

Tick each box to indicate that you have attached the relevant form.

Please send this application form to the Tribunal.

Organisations who may be able to assist with welfare rights/benefits advice and/or money advice if you live in Glasgow

Money Matters

Orkney Street Enterprise Centre, 18-20 Orkney Street, Glasgow G51 2BX

Tel: 0141 445 5221

Email: advice@money mattersweb.co.uk

Greater Easterhouse Money Advice Project (GEMAP)

The Wright Business Centre, 1 Lonmay Road, Glasgow G33 4EL

Tel: 0141 773 5850

Email: enquiries@gemap.co.uk

Citizens Advice Bureau

Check www.gain4u.org.uk to find your local office and their contact details.

Glasgow City Council Welfare Rights and Money Advice

Based in various Social Work local offices

Tel: 0141 287 8732

National Services for Money Advice

StepChange (www.stepchange.org)

Tel: 0800 138 111

Advice Direct Scotland (<https://advice.scot>)

Tel: 0808 800 9060