



Private Landlords Public List Properties to Let

East Ayrshire Council maintains a database of private landlord and letting agents with property to let throughout the district.

Information contained within this database is used to compile a list of registered landlords/agents and details about the properties they have for let. This is made available to applicants who approach the Council for housing.

If you wish details regarding some of the properties that you own locally, included within this database, please complete the under noted questions.

It may be considered in the future only to include registered landlords who are accredited with Landlord Accreditation Scotland (LAS) onto this list. Being a member allows landlords and letting agents to show that they are striving to meet the highest management standards in the industry. If you would like to receive further information on becoming accredited please contact LAS on either **Tel:** 0131 553 2211

Email: info@landlordaccreditationscotland.com

Website: www.landlordaccreditationscotland.com

1. Information for use by East Ayrshire Council only – **not for public use**

Landlords Name:

Landlords Address:

Landlords Phone No:

Landlords Email Address:

Landlord Registration No:

2. Information that you would like to be made available to **the public**

Contact Name:

Contact Telephone No:

Property Information

Address of Property(s)	
Area(s) of Property	
Size/Type(s) of Property	
Rent pcm	
Council Tax Band	
Amount of Deposit	
Any other charges	

Other Property Information

Do you accept tenants in receipt of Local Housing Allowance (LHA) /Universal Credit	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Do you accept Rent Deposit Guarantee?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Is there a valid gas safety certificate?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Has a carbon monoxide detector been installed?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Does the property have an Electrical Safety Certificate (EICR)?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Are there hard wired smoke detectors in the property? If so are they in good working order?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>

Is there a heat detector installed in the kitchen	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Is there an Energy Performance Certificate (EPC) on display?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
What is the energy rating on the EPC?		
Type of meter – i.e. gas/electric		
Fuel expenses – average or estimated		
Is there a front and/or back garden?		
Local amenities – i.e. bus/shop/school?		
Common Area responsibility		

Is the property furnished or unfurnished? If furnished please give details.	
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Has the property got any adaptations? If so please give full details	
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Are you an Accredited landlord?	Yes <input type="checkbox"/> No <input type="checkbox"/>	If yes please provide Membership No:
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Any additional Information

[Empty rectangular box for providing additional information]

Declarations

I declare that the information given in this form is correct to the best of my knowledge.

I understand that East Ayrshire Council may share all the information provided by you in Section 2 this form with members of the public.

The information you have supplied above is required by East Ayrshire Council to add you to our public database of private landlords and letting agents. We are unable to add you to the database without this information. The information will be used for this purpose only and will otherwise be processed and held securely in terms of Data Protection Legislation. For further information on your rights in terms of Data Protection Legislation, please visit the following link:

<https://www.east-ayrshire.gov.uk/CouncilAndGovernment/About-the-Council/Information-and-statistics/Privacy-Statement.aspx>

Signed _____

Date _____

Print name _____

Thank you for completing this form please return to:

**East Ayrshire Council
Private Sector Housing Unit
Civic Centre North,
John Dickie Street
KILMARNOCK
KA1 1HW**

OFFICE USE ONLY

Adapted / Not Adapted

Date Received:

Date added to list:

Date removed from list:

