

Scotland Landlord Compliance Pack

Jurisdiction: Scotland only | **Document:** LS-S-020 v1.0

Contains: Compliance checklist + deposit guide + inventory | **Basis:** Housing (Scotland) Acts + Repairing Standard

WHAT THIS PACK IS FOR

A single pack to help a Scotland landlord meet and evidence their current legal duties: a compliance checklist, a plain-English deposit-protection guide, and an inventory template. It is a self-help aid, not a substitute for checking the current rules for your property.

1 — Scotland landlord compliance checklist

Tick each item once done and keep the evidence (certificates, scheme confirmations, receipts).

- ☐ Registered as a landlord with the local authority (and HMO licence if applicable).
- ☐ Property meets the Repairing Standard and the tolerable standard.
- ☐ Annual gas safety check and record (where there is gas).
- ☐ Electrical Installation Condition Report (EICR) at least every 5 years, plus PAT for supplied appliances.
- ☐ Interlinked smoke alarms (one in the living room and one in every hallway and landing) and heat alarm (kitchen), plus carbon monoxide alarms where needed.
- ☐ Legionella risk assessment carried out.
- ☐ Valid Energy Performance Certificate.
- ☐ Deposit protected in an approved scheme within 30 working days, prescribed information given.
- ☐ Tenant given the written terms of the private residential tenancy.

2 — Tenancy deposit guide

In Scotland a deposit must be paid into an approved tenancy deposit scheme within 30 working days of the tenancy start, and the prescribed information given to the tenant.

Approved schemes

- SafeDeposits Scotland
- The Letting Protection Service Scotland
- mydeposits Scotland

Your duties

- Pay the deposit into an approved scheme within 30 working days.
- Give the tenant the prescribed information about the scheme.
- At the end of the tenancy, agree any deductions or use the scheme's free dispute resolution.

Inventory & schedule of condition

Complete at the start of the tenancy with the tenant present if possible. Record the condition of each room and item, take dated photographs, and both parties sign. This protects any later deposit deductions.

Property address: _____

Date of inventory: _____

Meter readings — electricity: _____

gas: _____

water: _____