

Housing and Property Chamber
First-tier Tribunal for Scotland



**Letting Agent Enforcement Order made in terms of Section 48(7) of the
Housing (Scotland) Act 2014**

Chamber Reference: FTS/HPC/LA/20/0517

Parties:

Mrs Christine Gilbert, 47 Langton Crescent, Barrhead, G78 2HD ("the applicant")

and

R&J Properties, 65 Causeyside Street, Paisley, PA1 1YT ("the Respondents")

Tribunal Members:

Fiona Watson (Legal Member/Chairperson) and Linda Reid (Ordinary Member)

**This Notice should be read in conjunction with the Decision of 1 September 2020
under the above reference.**

The Tribunal hereby makes the following Letting Agent Enforcement Order:

**Within 2 weeks of the communication to the Respondents of this Letting Agent
Enforcement Order, the Respondents shall:**

- 1. Produce a copy of their written procedure for handling client money;**
- 2. Produce a full reconciliation of all funds received and all funds paid out in respect of the tenancy of the property at 13 Greenbank Drive, Glenburn, Paisley from the commencement of the tenancy agreement in November 2014 to the termination of the tenancy agreement in May 2018. Said reconciliation must include: copies of all invoices for works carried out during the tenancy agreement; all rental payments received whether paid by the tenant directly, paid by a 3rd party on the tenant's behalf or benefits payments made on the tenant's behalf; and all fees, commissions and other charges taken by the Letting Agent.**

- 3. Pay to the applicant the sum of £500 by way of compensation for the inconvenience and effort occasioned by them in pursuing the letting agent to carry out their duties.**

1 September 2020

Legal Member/Chairperson

Date