



**House in Multiple Occupation (HMO) Guidance Note-  
Completing an application form for an HMO Licence  
Application**

# House in Multiple Occupation (HMO) Guidance Note- Completing an application form for an HMO Licence Application



1.4.5 The application and documents should be returned to:

HMO & Landlord Registration Team, Regulatory Services Manager, Kilmory, Lochgiphead, PA31 8RT

## 1.5 Fees payable for an HMO Licence

For each licence application made you will require to submit a fee as listed on the Council Website. This can be paid at any Council Customer Contact Point or by cheque made payable to 'Argyll & Bute Council'. The licence can not be accepted as competent unless the fee has been paid. Where the application is for a variation to the HMO Licence there is no fee attached, any terms and conditions not affected by the variation shall continue as stated on the original licence and the original date from which the licence took effect will still apply. If there is a change of ownership for the property then a new licence will be required.

## 1.6 Exemptions

1.6.1 There are seven exemptions from making an HMO license application these are:

Where the property is occupied only by the owners, members of their families, and any other persons who are not related to the owners and are members of no more than two families.

Where the HMO is provided as part of a service registered under Part 5 of the Public Services Reform (Scotland) Act 2010 or section 10Q(1) of the National Health Service ( Scotland ) Act 1978.

Where the occupants are members of, and fully maintained by, a religious order mainly occupied in prayer, contemplation, education or relief of suffering, plus no more than two people who are not members of the order.

Where the owner's rights and obligations have been transferred to a local authority under section 74 of the Antisocial Behaviour etc. ( Scotland) Act 2004, in order the at the Local Authority can takes steps to prevent antisocial behavior by the occupiers.

Forces accommodation.






