**Serious Concern Form**

**Reporting a Serious Concern to the Scottish Housing Regulator**

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| **Section 1: Your contact details** |
| 1. Title and full name:
 | Click here to enter text. |
| 1. Tenant/Representative/Group:
 | ***Please tick below, as appropriate. Are you:***A tenant of a social landlord [ ]  An individual representing a tenant [ ] A tenants’ representative group [ ]  Other (please state below) [ ]   |
| 1. Telephone number:
 | Daytime:Click here to enter text.Mobile:Click here to enter text. |
| 1. Email address:
 | Click here to enter text. |
| 1. Correspondence address:
 | Click here to enter text. |

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| **Section 2: Social Landlord details (that this serious concern relates to)** |
| 1. Name of social landlord and your contact person at it:
 | Click here to enter text. |
| 1. Does the issue affect a group of the social landlord tenants?
 | Yes[ ] No [ ]  *(if no, please refer to the social landlord’s complaint procedures)*  |
| 1. Date that the issue was reported to the social landlord:
 | Click here to enter text. |
| 1. Date that the social landlord responded to you (if a response has been received):
 | Click here to enter text. |

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| **Section 3: Tell us about the serious concern** |
| 1. Please provide a summary about the serious concern and the social landlord’s response, and why you believe the serious concern has not been resolved or resolved within a reasonable time:

*Please submit a copy of all relevant information that you hold (e.g., letters, emails, reports) with this form. Please provide as much information as possible.*Click here to enter text. |

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| **Section 4: Other regulatory bodies** |
| 1. Has this matter been raised with any other regulatory bodies (for example, Scottish Public Services Ombudsman (SPSO), Office of the Scottish Charity Regulator (OSCR), Health & Safety Executive)?

 No [ ]  Yes [ ]  (*if yes, please provide the name of the regulatory body below)*   |

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| **Section 5: Your checklist** |
| 1. Please tick to confirm that you have completed the following stages before contacting us:
* You are satisfied that your concern affects a group of the social landlord tenants: [ ]
* You have contacted the social landlord about the issue: [ ]
* You have confirmed if you have received a response from the social landlord: [ ]
* You have completed all relevant sections of this form: [ ]
* You have attached all relevant supporting information to this form: [ ]
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| **Section 6: Our Contact Details** |
| 1. To report a serious concern to us please complete this form and send it to us attaching as much relevant information as possible. You can send this information to us by:
* **Email:** shr@shr.gov.scot
* **Post:** Scottish Housing Regulator, 2nd Floor. George House, 36 North Hanover Street, Glasgow,

 G1 2AD* **Phone:** If you require further information about reporting a serious concern, please phone 0141 242 5642
* **Website:** [www.housingregulator.gov.scot](http://www.scottishhousingregulator.gov.uk/)
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| **Section 7: For internal use only** |
| **Date received by SHR:** Click here to enter text.**Date acknowledgement issued (within 5 working days):** Click here to enter text.**SHR contact person:** Click here to enter text. |