

## SCHEDULE

### Letting Agent Code of Practice

#### *SECTION 8*

#### *Handling landlords' and tenants' money, and insurance arrangements*

#### **Provision of insurance products**

**135.** If applicable, you must have a procedure in place for making insurance claims on a landlord's behalf and for liaising with the insurer to check that claims are dealt with promptly and correctly. If landlords are responsible for submitting claims on their own behalf, you must supply all information they reasonably need to do so.