Landlord register checklist

From Register-Ready (register-ready.pages.dev). Last checked 4 November 2026 against GOV.UK and the draft regulations, which may change. Register-Ready is an independent service. It is not affiliated with GOV.UK or the Ministry of Housing, Communities and Local Government. Landlords remain responsible for their own registration. Information, not legal advice.

Steps

1. **Register yourself as a landlord.** Sign in with GOV.UK One Login and give your personal or organisation details. Landlord registration is free.
2. **Start each property registration.** Enter the property details, freeholder, superior landlord and managing agent contacts, then pay the fee to get a rental property number.
3. **Add tenancy and safety information.** Give occupants, households, furnishing, rent, utilities, licences and upload the gas safety record, EICR and EPC, within 28 days. Your agent can do this through a per-property link.
4. **Keep it up to date.** Update anything that changes or expires within 28 days, and renew every year on your single renewal date.

About you (landlord registration, once)

Individuals give these once. Joint landlords each register separately.

Item	Where to find it	Watch out for
☐ Full name	Passport or driving licence. Use the same name as on the title deeds and tenancy.	
☐ Date of birth	Passport or driving licence	
☐ Residential address	Your home address	
☐ Telephone number	Yours	
☐ Email address	Yours. Use one you check, because reminders go there.	
☐ GOV.UK One Login	Create one at sign-in. Identity verification is optional.	Ask for a paper application if you do not have digital access

Companies, LLPs, charities and trusts (instead of the above)

Organisation landlords give these details. Ordinary English partnerships register each partner as an individual.

Item	Where to find it	Watch out for
☐ Organisation name and type of legal entity	Certificate of incorporation or trust deed	
☐ Address (not a PO Box), phone and email	Company records	
☐ Person making the entry: name, date of birth, email, phone	Whoever registers	
☐ Nominated contact: name, email, phone	Choose one person	

Item	Where to find it	Watch out for
☐ Companies House number	Companies House	If there is no number, you must give the names, dates of birth and addresses of all directors, trustees, partners or members
☐ Charity number	Charity Commission (or OSCR / CCNI)	
☐ Lead trustee: name, date of birth, address, email, phone	Trustees appoint one	Trusts: agree the lead trustee before you start

Property details (part 1, before paying)

You pay the fee and get a rental property number once this part is done.

Item	Where to find it	Watch out for
☐ Address of the property	Tenancy agreement, EPC and council tax bill	Flat numbering differs between documents (Flat 2 or Flat B)
☐ Ownership type	Title register (HM Land Registry). Choose from the options the service shows	
☐ Dwelling type	For example detached, semi-detached, terraced house or flat	
☐ Number of bedrooms	EPC, tenancy or inventory	A box room counted as a bedroom on one document but not another
☐ Whether it is currently let	Your records	
☐ Landlord name, correspondence address in England or Wales (not a PO Box) and email for the property	Your records	Overseas landlords need a correspondence address in England or Wales
☐ Freeholder: name and email	Lease, ground rent or service charge demand	Freeholder sold the freehold and you have an old name
☐ Any superior landlord: name and email	Head lease, if you are a sub-lessor	
☐ Property manager: name and email	Management agreement	

Tenancy details (part 2, within 28 days)

Your letting agent can fill this part in through the property link.

Item	Where to find it	Watch out for
☐ Number of occupants (agent can enter)	Tenancy agreement and your records	Partners or children who moved in later are not counted
☐ Number of households (agent can enter)	Tenancy agreement and your records	Counting tenancies instead of households
☐ Furnished, part-furnished or unfurnished (agent can enter)	Tenancy agreement or inventory	
☐ Rent charged and how often (agent can enter)	Tenancy agreement and latest rent increase notice	Rent has gone up since the tenancy started
☐ Whether utilities are included, and which (agent can enter)	Tenancy agreement	
☐ HMO, additional or selective licence needed? Licence numbers (agent can enter)	Licence issued by the council, and the council's website	Licence expired, or the scheme has changed; Application pending with no number yet

Safety certificates (part 2, within 28 days)

Upload copies. Your agent can also do this.

Item	Where to find it	Watch out for
☐ Gas safety record (copy) and issue date, if there is a gas supply (including LPG) (agent can enter)	Gas Safe registered engineer's record	Gas record over 12 months old; Only the first page kept; Address does not match
☐ EICR (copy) and the date the next inspection is due, or an appropriate EIC and its issue date (agent can enter)	Electrician's report	EICR missing a next-inspection date; Unsatisfactory result with no remedial work confirmation; Interval shorter than 5 years overlooked
☐ EPC (copy), if you had to give a valid EPC to the current tenant (agent can enter)	The government EPC register	Several EPCs exist; use the most recent
☐ If the EPC is no longer valid: date the current tenancy started	Tenancy agreement	
☐ If the EPC is below the minimum (currently E): registered MEES exemption and its type	PRS Exemptions Register	EPC below E with no exemption; Exemption never registered, or expired

Regional dates

Region	Opens	Deadline (before midnight)
West Midlands	15 December 2026	14 March 2027

Region	Opens	Deadline (before midnight)
East of England	15 January 2027	14 April 2027
East Midlands	15 February 2027	14 May 2027
South East	15 March 2027	14 June 2027
Yorkshire and the Humber	15 April 2027	14 July 2027
North West	15 May 2027	14 August 2027
North East	15 June 2027	14 September 2027
London	15 July 2027	14 October 2027
South West	15 August 2027	14 November 2027

Fee: £65 per property per year, no VAT, pro-rated during the rollout. Update anything that changes or expires within 28 days.
Sources: https://www.gov.uk/guidance/register-your-rental-property-service-guidance-for-landlords ; https://www.legislation.gov.uk/ukdsi/2026/9780348286861/schedule/3