

SCHEDULE 1

REGISTER OF PRIVATE RENTED HOUSING

PART 1

CONTENT OF REGISTER

Agents

- 2 An entry in the register for a person licensed to carry out lettings work and property management work on behalf of a landlord must record the following—
- (a) the name of the person;
 - (b) the correspondence address of the person;
 - (c) if the person is a body corporate, the address of the person's registered or principal office;
 - (d) if the person is carrying out lettings work and property management work on behalf of a landlord in the course of a business, the address of any premises in the area of the licensing authority used for that purpose;
 - (e) where a licence has been granted to the person by the licensing authority—
 - (i) the date the licence was granted;
 - (ii) the licence number;
 - (iii) whether the licence has been amended under section 24; and if so the date on which the amendment took effect;
 - (f) where an application by the person for a licence has been refused by the licensing authority—
 - (i) the date of the refusal;
 - (ii) whether the refusal was appealed under section 27;
 - (g) where the licensing authority's refusal of an application was appealed, if the tribunal or court confirmed the authority's decision, the date of that decision.