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SCOTTISH STATUTORY INSTRUMENTS

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**2014 No. 189**

**The Registers of Scotland (Information and Access) Order 2014**

**Public access to a register under the management and control of the Keeper**

**4.—**(1) A request for an inspection of a register under the management and control of the Keeper must be made—

- (a) in person at a Registers of Scotland Customer Service Centre<sup>(1)</sup>;
  - (b) in writing by—
    - (i) letter; or
    - (ii) email; or
  - (c) electronically by submitting the form on the Registers of Scotland website.
- (2) The Keeper may allow the inspection if—
- (a) such fee as is payable<sup>(2)</sup> for the inspection is paid; or
  - (b) arrangements satisfactory to the Keeper are made for payment of that fee.

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<sup>(1)</sup> Meadowbank House, 153 London Road, Edinburgh EH8 7AU or Hanover House, 24 Douglas Street, Glasgow G2 7NQ.

<sup>(2)</sup> Under Part 7 of Schedule 1 to the Registers of Scotland (Fees) Order 2014 ([S.S.I. 2014/188](#)).