

PRS Database Registration Checklist

Everything the government's **Register your rental property** service asks for, so you can gather it before your region opens. For landlords in England. Free from landlorddeadlines.co.uk.

Your details (individual landlord)

- ☐ Full name
- ☐ Date of birth
- ☐ Home address
- ☐ Phone number
- ☐ Email address

If you let through a company, LLP, trust or charity

- ☐ Legal entity type and address (no PO box)
- ☐ Companies House or charity number
- ☐ Representative: name, date of birth, email, phone
- ☐ Nominated contact: name, email, phone
- ☐ No Companies House number? Names, dates of birth and addresses of every director / trustee / partner

If you act for someone else

- ☐ Your capacity (attorney, executor, deputy, receiver...)
- ☐ Certified evidence (e.g. power of attorney, grant of probate)

For EACH property

- ☐ Full address, as on official records
- ☐ Ownership type (freehold / leasehold) and dwelling type
- ☐ Number of bedrooms, and whether it's let
- ☐ Freeholder / superior landlord and managing agent: names and emails
- ☐ Number of occupants and households
- ☐ HMO, additional or selective licence number (if needed)
- ☐ Furnished / part furnished / unfurnished
- ☐ Rent amount and how often it's paid
- ☐ Which utilities (if any) are included in the rent

Safety documents: copies and dates

- ☐ Gas safety record and issue date (if there's a gas supply). Renewed every 12 months
- ☐ EICR or EIC and its expiry date. At least every 5 years
- ☐ EPC (if required). Valid 10 years; must be E or above unless a MEES exemption is registered
- ☐ MEES exemption details, if the EPC is below E

Before you start

- ☐ A GOV.UK One Login account
- ☐ A way to pay £65 per property (annual)
- ☐ Your region's deadline (see the table below)

Deadlines by region

Region (where the property is)	Opens	Deadline
West Midlands	15 Dec 2026	14 Mar 2027
East of England	15 Jan 2027	14 Apr 2027
East Midlands	15 Feb 2027	14 May 2027
South East	15 Mar 2027	14 Jun 2027
Yorkshire and the Humber	15 Apr 2027	14 Jul 2027

North West	15 May 2027	14 Aug 2027
North East	15 Jun 2027	14 Sep 2027
London	15 Jul 2027	14 Oct 2027
South West	15 Aug 2027	14 Nov 2027

The deadline follows the property's location. You can register early. Missing it risks a council penalty of up to £7,000.

Want all of this in one spreadsheet that works out your deadlines and certificate expiry for you, plus Making Tax Digital quarterly totals? See the Landlord Register-Ready Workbook at landlorddeadlines.co.uk/workbook

Source: MHCLG, 'Get ready: Register your rental property' (housinghub.campaign.gov.uk). Checked 1 October 2026. General information, not legal advice. Contains public sector information licensed under the Open Government Licence v3.0.