



Licensing Act 2003

2003 CHAPTER 17

PART 2

LICENSING AUTHORITIES

Functions of licensing authorities etc.

8 Requirement to keep a register

- (1) Each licensing authority must keep a register containing—
 - (a) a record of each premises licence, club premises certificate and personal licence issued by it,
 - (b) a record of each temporary event notice received by it,
 - (c) the matters mentioned in Schedule 3, and
 - (d) such other information as may be prescribed.
- (2) Regulations may require a register kept under this section to be in a prescribed form and kept in a prescribed manner.
- (3) Each licensing authority must provide facilities for making the information contained in the entries in its register available for inspection (in a legible form) by any person during office hours and without payment.
- (4) If requested to do so by any person, a licensing authority must supply him with a copy of the information contained in any entry in its register in legible form.
- (5) A licensing authority may charge such reasonable fee as it may determine in respect of any copy supplied under subsection (4).
- (6) The Secretary of State may arrange for the duties conferred on licensing authorities by this section to be discharged by means of one or more central registers kept by a person appointed pursuant to the arrangements.
- (7) The Secretary of State may require licensing authorities to participate in and contribute towards the cost of any arrangements made under subsection (6).