

The landlord register checklist

Everything you need before your region's registration window opens, in one page.

1. Find your deadline

Your window depends on where the property is, not where you live. You can register early from 15 December 2026.

REGION	WINDOW OPENS	DEADLINE TO REGISTER
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

Source: MHCLG, Register your rental property. £65 per property, per year.

2. Gather these before you start

- ☐ **GOV.UK One Login** · set it up in advance, not on the day
- ☐ **Gas safety record** · and the date it was issued
- ☐ **EICR** · and its expiry date
- ☐ **EPC** · current and valid
- ☐ **Property details** · bedrooms, occupants, number of households, furnished or not
- ☐ **Tenancy details** · rent, payment frequency, whether it includes any bills
- ☐ **Licence numbers** · any HMO or selective licence for the property
- ☐ **Freeholder or managing agent contact details**
- ☐ **£65 per property** · payable each year

3. Four things the guidance is quiet about

Your agent cannot register for you.

An agent can provide some of the information, but you have to start and finish the registration yourself, and you remain responsible for everything submitted.

The register stores your dates and does nothing with them.

Your gas certificate lasts twelve months. Your EICR lasts five years. The register holds both dates and will not remind you when either is about to lapse.

It is not a one-off job.

The fee is payable every year, per property, and your entry has to reflect reality. Renew a certificate or change the tenancy and the record needs updating.

The penalties are real.

Letting or advertising a property that is not registered can attract a council penalty of up to £7,000. Repeat or serious breaches, including providing false information, can reach £40,000 or prosecution.

4. What to do now, before your window opens

- ☐ **Diarise your region's two dates** · the day it opens and the day it closes
- ☐ **Check each certificate's expiry date today** · anything lapsing before your deadline needs booking now
- ☐ **Get every document into one place** · not a drawer, an old email account and your agent's filing cabinet
- ☐ **Set up your GOV.UK One Login**
- ☐ **Decide who is tracking renewals after you register** · because the register will not

We read the dates. Then we actually do something with them.

Mydasoft stores your certificates, reads the expiry date off each one and warns you well before anything lapses, so registering is easy and staying compliant is automatic.

Storing your documents is free. mydasoft.com/register

This checklist is general information about the Register your rental property service in England, not legal advice. Dates and requirements are taken from MHCLG guidance and may change. Mydasoft is not the government register.