

HMO-Online Licencing Register:

- 1. Follow the link (<u>https://www.shropshire.gov.uk/licensing/online-licensing-register/</u>) to reach the licencing register page.
- 2. Click the Large green button "View the register" on the webpage (example below):



3. Once on the licencing search page, select the advanced search Option:

🔎 Search 🗸	👤 My Profile 🗸	🔒 Login	Begister			
The Licensing online register currently includes Premises Licenced under the Licensing Act 2003 and Licensed Houses in Multiple Occupation under the Housing Act 2004. The register is currently under construction and not all the Premises Licences information may be available. Work is also in progress to provide other types of licences on line. Please continue to check back and we thank you for your patience.						
Licensing - Search for licene word 'licence' re Authority	- Simple Sear ces and licensing ap eferences a variety of	ch olications by k f authorisation	eyword, application reference, postcode or by single line of an address. Please Note, th ns including notices, permits, registrations, certificates and consents issued by the			
Simple Adv	vanced Property	Мар				
Search for:	granted/issued)					
Enter a keywo	ord, reference numbe	er, postcode or	r single line of an address.			
8			Search			
			an idox ^{#‡} solu			





4. Once on the advanced page scroll down to Licence Details>Category. Change the category to "Houses in Multiple Occupation"

Smole Advanced Proce	rty Map		
and a second rade	of only		
Licences			
Reference Numbers			
Application Reference:			
Licence Details			
Applicant Name:			
Application Type:	All	-	
Category:	AB	-	
Ward:	All Houses in Multiple Occuper Other	94	
Agent	Premises		
Status	All	-	
Trading Name:			
Decision:	All	-	
Address of Premises:	0		

5. -Optional

If you want information for specified dated please input your parameters within the dates section. If not leave blank.

Dates								
Enter a date range (a start date and an end date) for the criteria that you are interested in. The date fields may be entered manually using the date format dd/mm/yyyy (e.g. 21/06/2008). Alternatively, click on the calendar button and pick a date.								
Issued Date:		to:						
Duration Date:		to:						
Hearing Date:		to:						
	Search Rese	t						

 Finally click the green search button at the bottom of the page. This will load the register and HMO's and licences you have searched for.
If left dates (step 5) are blank all the valid issued licences in Shropshire will show.

End.



www.shropshire.gov.uk General Enquiries: 0345 678 9000