

(2) The said form shall be signed in person (with name or mark) by the person furnishing the particulars, and such signature shall be witnessed by the signature of some adult person of competent understanding.

(3) The certificate of registration referred to in the said section 6 shall be in the form numbered 2 in the Schedule hereto.

(4) The particulars required under the said section 6 shall be registered by filing a copy of the certificate in the said form numbered 2 in the Schedule hereto in the office in which is kept the register to be compiled pursuant to the said Act.

REGISTRATION LEVY.

Coupon-books.

4. (1) Every person already registered who is not wholly exempt from the registration levy, and who has not heretofore obtained a coupon-book, shall forthwith after the commencement of these regulations present his certificate of registration at a money-order office, and shall thereupon receive a coupon-book.

(2) Every person who is hereafter registered under the Act and who is not wholly exempt from the registration levy shall, on completion of his registration, if such registration is effected at a money-order office, or, in any other case, on presentation of his certificate of registration at a money-order office, receive a coupon-book.

(3) Every person who, not being wholly exempt from the registration levy, fails to take the necessary steps to obtain a coupon-book on or before the last day on which payment without default may be made of the first instalment of the registration levy for which he is liable, commits an offence against these regulations, and shall be liable on summary conviction to a fine of £1.

(4) On payment of the last instalment in relation to which a coupon is inserted in his book of coupons (or, in the case of a person claiming temporary exemption, on producing evidence of temporary exemption from liability for that instalment), every person required to be registered under the Act who is not wholly exempt from payment of the levy shall obtain a further book containing coupons relating to subsequent quarterly instalments.

(5) If the coupon-book issued to any person is lost or destroyed or becomes dilapidated, application for a new coupon-book in substitution therefor, accompanied by a fee of 1s., shall be made in writing to any authorized officer on a form to be provided for the purpose. Such application shall be forthwith transmitted to the Commissioner, and an acknowledgment of the application, signed by the authorized officer, shall be given to the applicant. For the period specified in such acknowledgment, being not more than one month, such acknowledgment shall be sufficient evidence for an employer or prospective employer that the applicant has complied with the provisions of the Act and these regulations.

If, on examination of the application, it appears that the application is in order, a new coupon-book shall be issued to the applicant.

Every new coupon-book issued in accordance with the foregoing provisions shall contain a statement, signed or initialled by an authorized officer, disclosing the date up to which instalments of the registration levy have been paid.

(6) The counterfoil or counterfoils of any coupon-book, disclosing the payment of any instalment of the registration levy, or the exemption of any person from liability for such instalment, shall be sufficient evidence of the facts therein disclosed for any employer or prospective employer of the person concerned.

Mode of Payment of Registration Levy.

5. (1) Payment of any instalment of the registration levy shall be made to any authorized officer. On making such payment the person liable therefor shall complete the relevant coupon by filling in the required particulars, and shall personally, or by agent, present his coupon-book to the authorized officer.

(2) The authorized officer shall thereupon detach and retain the relative coupon, and shall give a receipt on the counterfoil for the amount of the instalment and for any penalty that may have been paid in connection therewith.

(3) The requirement to complete the coupon by filling in particulars may be dispensed with in any case where by arrangement the collection and payment of instalments is made by an employer on behalf of persons employed by him. In any such case the employer shall furnish such particulars as may be required with reference to the several persons on whose behalf any payment is made by him as aforesaid.