

The Address Act

We, Margrethe II, by the grace of God Queen of Denmark hereby make known:

Folketinget (the Danish Parliament) has adopted and We with Our consent hereby enact the following Act:

Part 1

Objective

1. The objective of this Act is to ensure

- 1) that there is a national system of road names and addresses by which to navigate and find one's way;
- 2) that all road names and addresses are registered uniformly in the Danish Address Register, so that this register is the authoritative source of information about road names and addresses; and
- 3) that information from the Danish Address Register is made available digitally and free of charge, so that everyone has easy and equal access to the same information.

Part 2

Assignment of road names and addresses, etc.

Address authority

2. The local council shall be the address authority and shall assign all road names and addresses as well as supplementary town names in the municipality in accordance with the regulations in this Act and regulations issued in pursuance hereof.

Road names

3.-(1) The address authority shall assign road names to

- 1) all public roads, cf. section 3, no. 2, of *lov om offentlige veje m.v.* (the Public Roads, etc. Act); and
- 2) all private common roads, cf. section 10, no. 3, of *lov om private fællesveje* (the Private Common Roads Act).

(2) The address authority may assign road names to private roads, cf. section 10, no. 9, of *lov om private fællesveje* (the Private Common Roads Act) and other traffic areas, etc. than those referred to in subsection (1).

(3) A road name that already exists within a postcode area may not be assigned to another road within the same postcode area.

(4) The Minister for Energy, Utilities and Climate shall lay down more detailed regulations regarding assignment of road names, including regarding the spelling, uniqueness, geographic extent and road codes of road names. The Minister may also lay down regulations that road names are to be assigned to private roads and other traffic areas, etc. covered by subsection (2) frequented by many people.

4.-(1) For public roads, cf. section 3(1), no. 1, which are national roads, cf. section 12 of *lov om offentlige veje m.v.* (the Public Roads, etc. Act), the address authority shall assign road names and house numbers pursuant to consent from the Danish Road Directorate.

(2) For private roads and other traffic areas, etc. covered by section 3(2), or regulations issued in pursuance of section 3(4), 2nd clause, the address authority shall assign road names and house numbers in consultation with the property owner. In situations in which no agreement can be reached, the address authority shall assign road names and house numbers.

(3) If the address authority has information that a property, a building or a technical facility, etc. is being used by the Ministry of Defence or the Ministry of Justice, the address authority shall assign road names and house numbers to these pursuant to consent from the relevant ministry.

(4) In the event of a disagreement between several address authorities, or between one or more address authorities and the Danish Road Directorate, the Ministry of Defence or the Ministry of Justice regarding the assignment of road names and house numbers, each of the parties may bring the matter before the Minister for Energy, Utilities and Climate, who will decide the matter.

Postcodes and supplementary town names

5.-(1) Postcodes with associated names of postcode areas which are being maintained according to section 21 of *postloven* (the Postal Services Act) shall be a part of the national system of road names and addresses so as to ensure geographically unique road names and addresses.

(2) The address authority may decide that the name of the village, urban area, island, etc. where the address is located shall be included as a supplementary town name in the address. The address authority shall determine the geographical delineation of the area to which the supplementary town name is to refer.

(3) The Minister for Energy, Utilities and Climate shall lay down more detailed regulations regarding supplementary town names, including regarding their spelling, uniqueness and geographical delineation.

Addresses

6. An address is a composite descriptive term which identifies and refers to a specific means of access to an unbuilt-upon area, a building, part of a building, a technical facility, or similar. The composite descriptive term of an address comprises a road name, a house number, a floor identifier and a door identifier where relevant, a supplementary town name where relevant, as well as the postcode and associated name of the postcode area where the address is located.

7.-(1) The address authority shall assign addresses to all real properties which have been built upon, or which are planned to be built upon, or which have been subdivided with a view to being built upon.

(2) The address authority shall assign a separate address to each dwelling.

(3) No addresses shall be assigned to buildings or facilities, etc. which are used by the Ministry of Defence or the Ministry of Justice and which, pursuant to *lov om bygnings- og boligregistrering* (the Registration of Buildings and Dwellings Act), or regulations laid down in pursuance hereof, are not subject to registration in the Buildings and Dwellings Register.

(4) When assigning an address, the address authority shall decide on the road name and the house number, the floor identifier and the door identifier where relevant, as well as on the supplementary town name where relevant, which are to be included in the address. The address shall be unique, so that it cannot be confused with other addresses.

(5) The house number in the address shall refer to the exterior entrance door or similar to a building or part of a building which the address identifies. If the address pertains to an unbuilt-upon area, the house number shall refer to the entrance to this area.

(6) The Minister for Energy, Utilities and Climate shall lay down more detailed regulations regarding the assignment of addresses, including regarding house numbers, floor and door identifiers and information about geographical location. The Minister shall also lay down more detailed regulations that addresses may be assigned

to other types of property, building, facility and unbuilt-upon area, etc. than those referred to in subsections (1) and (2), and that, in exceptional circumstances, more than one address may be assigned to a single dwelling.

The disclosure obligation of owners

8. (1) Upon request from the address authority, owners of real property shall disclose information for use in the assignment of road names and addresses and for use in the registration of this information. If so requested by the address authority, owners shall provide documentation for the correctness of this information.

(2) The Minister for Energy, Utilities and Climate shall lay down more detailed regulations regarding the disclosure obligation in subsection (1).

Part 3

Signposting and inspection

Signposting

9.-(1) Property owners are obliged to mount house number signs that indicate the house numbers which have been assigned by the address authority in such a way that the house numbers are visible from the access road and cannot be confused with other identifiers, cf. however subsection (2), 2nd clause, and subsection (3).

(2) If more than one house number has been assigned to a property, the house number sign mentioned in subsection (1) shall be placed at each of the entrance doors or similar to which the house number, cf. section 7(5), refers. If one or more of these house number signs is/are not visible from the access road, the property owner shall also mount a direction sign at each of the means of access leading into the property, indicating the direction to the house numbers in question.

(3) If a house number has been assigned to a building which belongs to another person than the property owner, then the obligations referred to in subsection (1) and subsection (2), 1st clause, to mount a house number sign lie with the owner of the building.

(4) The address authority may order a property owner to carry out the signposting referred to in subsections (1) and (2) in a specified manner, if this is required in order to ensure logical and uniform signposting or if to ensure that the signposting can be navigated by. The same shall apply with regard to the owner of a building in the situations referred to in subsection (3).

(5) If road names have been assigned to private roads or other traffic areas, etc., cf. section 3(2), or regulations issued in pursuance of section 3(4), the address authority may order the property owner to mount road name signs that shall be designed and provided with lighting in the same manner as other road name signs in the area.

10.-(1) The address authority may stipulate provisions on the design, placement and lighting of house number signs and direction signs. For national roads, the address authority may, however, only stipulate provisions pursuant to consent from the Danish Road Directorate.

(2) The Minister for Energy, Utilities and Climate may lay down regulations that the address authority may order the owner of a building to mount signs that indicate the floor and door identifiers assigned.

Inspection

11.-(1) Following prior notification and upon showing proper proof of identity, the address authority may access any property with a view to carrying out exterior inspection and interior inspection of locations accessible to the public in order to assign addresses or examine whether signposting has been carried out in accordance with section 9 and regulations laid down pursuant to section 10.

(2) The address authority may only gain access to carry out an interior inspection of locations that are not accessible to the public with a court order and only with a view to assigning addresses or if there is a suspicion of significantly inadequate signposting.

Part 4

The Danish Address Register

Authority

12.-(1) The Minister for Energy, Utilities and Climate shall establish, operate, maintain and develop the Danish Address Register, which is a national basic data register with information about road names and addresses.

(2) The Minister for Energy, Utilities and Climate shall be the data controller.

(3) Each municipality shall keep the register according to the regulations laid down by the Minister for Energy, Utilities and Climate.

(4) The Minister for Energy, Utilities and Climate may lay down regulations following negotiations with Local Government Denmark on how the costs of establishing, operating, maintaining and developing the Danish Address Register are to be divided between the state and the municipalities. Other parties may, however contribute after agreement with the Minister.

Delegation and tendering

13.-(1) The Minister for Energy, Utilities and Climate may authorise another public authority or a private company to establish, operate, maintain and develop, in full or in part, the Danish Address Register.

(2) The authority or the company authorised pursuant to subsection (1) shall tender out the tasks of establishing, operating, maintaining and developing the Danish Address Register. The tasks of operating, maintaining and developing the register shall be put out to tender at regular intervals. The tendering procedure shall comply with the regulations for awarding public contracts in *udbudsloven* (the Public Procurement Act).

(3) Decisions made in connection with a tendering procedure pursuant to this Act, and pursuant to regulations laid down in pursuance hereof, may be appealed to the Complaints Board for Public Procurement pursuant to the Act on the Complaints Board for Public Procurement etc. and regulations laid down in pursuance hereof.

(4) The Minister for Energy, Utilities and Climate shall supervise the authority or company authorised pursuant to subsection (1) as far as the Danish Address Register is concerned.

(5) The Auditor General may require that the financial statements of a company authorised pursuant to subsection (1) be submitted for review.

(6) The Minister for Energy, Utilities and Climate shall lay down more detailed regulations for how the authority or company authorised pursuant to subsection (1) is to establish, operate, maintain and develop the Danish Address Register and put out to tender the tasks pursuant to subsection (2). Specification of requirements etc. shall be prepared by the authority or company pursuant to the Minister's instructions. The Minister may lay down more detailed regulations about the disclosure obligation of the authority or company with respect to the Minister.

Information in the Danish Address Register

14.-(1) The address authority shall register information in the Danish Address Register about road names, addresses and supplementary town names which have been assigned pursuant to this Act or regulations issued pursuant to this Act.

(2) For road names the following information is to be registered in the Danish Address Register:

- 1) Road name and abbreviated road name for use in systems with limited space.
- 2) The approximate geographic location and extent of the named road.
- 3) Postcodes and any supplementary town names for the road name.
- 4) Municipalities and associated road codes to which the road name relates.
- 5) Status of the road name.
- 6) The date of entry into force of the road name.

(3) For addresses the following information is to be registered in the Danish Address Register:

- 1) Road name and house number as well as any floor and door identifier for the address.
- 2) Any supplementary town name.
- 3) Postcode for the address.
- 4) The geographic location of the address and its association to the road network.
- 5) The parish and election areas to which the address belongs.
- 6) The land parcel where the address is located.
- 7) Any building or technical facility to which the address belongs.
- 8) The municipality in which the address is located.
- 9) The status of the address.
- 10) The date of entry into force of the address.

(4) For postcodes and supplementary town names, the following information is to be registered in the Danish Address Register:

- 1) Postcodes and associated names of postcode areas which can be a part of addresses, and the date of entry into force of the postcode and the name.
- 2) Supplementary town names, and the date of entry into force of the name.

(5) The Minister for Energy, Utilities and Climate shall ensure that information about the geographical delineation of the areas pertaining to supplementary town names and postcodes is available to the Danish Address Register.

(6) The Minister for Energy, Utilities and Climate shall lay down more detailed regulations regarding information in the Danish Address Register, including that information in addition to the information referred to in subsections (2) to (4) may be included.

Linking data from other basic data registers

15. If information about administrative geographical divisions, land parcels, buildings or technical facilities, cf. section 14(2)-(4), or regulations issued in pursuance of section 14(6) is linked to a registration in the Danish Address Register, this shall be based on authoritative information from the following basic data registers:

- 1) The Cadastre, as concerns land parcels.
- 2) The Buildings and Dwellings Register, as concerns buildings and technical facilities.
- 3) The Danish Administrative Geographical Division Dataset, as concerns administrative geographic divisions, etc.

Use of basic data

16.-(1) The Minister for Energy, Utilities and Climate shall ensure that information in the Danish Address Register about road names and addresses, cf. section 14(2) and (3), and information about supplementary town names and postcodes, cf. section 14(4), is made freely available digitally and that it is made available as common basic data for everyone.

(2) Public-sector basic data registers on people, businesses, properties and buildings shall, in connection with registrations which include a road name or an address, use the Danish Address Register as the authoritative source of information on existing road names and addresses in Denmark.

(3) Public authorities and institutions shall, when establishing new IT systems, organise the system so that registrations which include a road name or an address, use the Danish Address Register as the authoritative source of information on existing road names and addresses in Denmark.

(4) If a public authority observes errors or omissions in assigned road names or addresses registered in the Danish Address Register, they shall notify the address authority.

Supervision

17.-(1) The Minister for Energy, Utilities and Climate shall supervise that the municipalities keep the Danish Address Register pursuant to the regulations laid down pursuant to section 12(3).

(2) The municipalities shall, upon request from the Minister for Energy, Utilities and Climate, pass on information, data and documents required for their supervision.

Part 5

Right of appeal, delegation and penalties

Right of appeal

18.-(1) Decisions by the address authority pursuant to this Act, or regulations issued in pursuance hereof, may be appealed to the Minister for Energy, Utilities and Climate as far as legal matters are concerned.

(2) The following are entitled to appeal

- 1) the person who is the subject of the decision, and
- 2) anyone whom can be understood to have an individual, material interest in the outcome of the case.

(3) The time limit for appeal is four weeks from the date at which the person in question was notified about the decision. For decisions about which a public announcement has been prepared, the time limit for appeal shall be calculated from the date of announcement. When special reasons so merit, the Minister for Energy, Utilities and Climate may ignore an infringement of the time limit for appeal.

(4) An appeal about a decision shall not act as a stay of proceedings, unless the Minister for Energy, Utilities and Climate decides otherwise.

(5) Decisions which may be appealed pursuant to subsection (1) may not be brought before the courts until the right of appeal has been exploited. Legal proceedings shall have been filed by no later than six months after notification of the decision by the Minister for Energy, Utilities and Climate to the person in question.

Delegation

19.-(1) The Minister for Energy, Utilities and Climate may authorise a government authority under the Ministry of Energy, Utilities and Climate to exercise the powers vested in the Minister pursuant to this Act.

(2) The Minister for Energy, Utilities and Climate may lay down regulations on the access to appeal decisions made in accordance with authorisation pursuant to subsection (1), including that the decisions may not be appealed.

Penalties

20.-(1) Unless a more severe penalty is due under other legislation, fines shall be imposed on any person who intentionally or with gross negligence:

1) fails to duly notify information or documentation required pursuant to section 8(1), or

2) fails to mount signposting in accordance with section 9(1), (2), (4) and (5).

(2) In regulations issued pursuant to this Act, fines may be stipulated for violation of the regulations.

(3) Companies etc. (legal persons) may incur criminal liability according to the regulations in chapter 5 of the Criminal Code.

Part 6

Entry into force and correction of registrations in the Civil Registration System etc.

Entry into force

21.-(1) The Minister for Energy, Utilities and Climate shall lay down the date of entry into force of this Act, cf. however subsection (2). The Minister may also decide that different parts of this Act are to enter into force on different dates.

(2) Sections 12, 13, 22 and 24 shall enter into force on 1 July 2017.

Correction of registrations in the Civil Registration System, etc.

22.-(1) The local council shall immediately ensure that current residential registration in the Civil Registration System is consistent with address information made available for the task by the Minister for Energy, Utilities and Climate.

(2) Information about location which in accordance with regulations hitherto in force is to be registered in the Civil Registration System shall be deleted from the Civil Registration System.

Part 7

Amendments to other legislation

[Sections 23-34 have not been included in this translation]

Part 8

Territorial application

While this translation was carried out by a professional translation agency, the text is to be regarded as an unofficial translation of LOV nr. 136 af 01/02/2017 (Act no. 136 of 1 February 2017). Only the Danish document has legal validity.

March 2017, GlobalDenmark Translations

25. This Act shall not apply to the Faeroe Islands and Greenland, although section 24 may be brought into force by Royal Decree for Greenland subject to any variations necessitated by the specific conditions prevailing in Greenland.

Given at Christianborg Castle, 1 February 2017

Under our Royal Hand and Seal

MARGRETHE R.

/ Lars Christian Lilleholt