

**ACT 73**  
**BOOK AND NEWSPAPER REGISTRATION ACT, 1961**

ARRANGEMENT OF SECTIONS

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**ACT 73**  
**BOOK AND NEWSPAPER REGISTRATION ACT, 1961(1)**

**AN ACT to consolidate with amendment enactments providing for the preservation of copies of**

**books printed in the Republic, the registration of books and newspapers, and for related matters.**

*Registration of Books and Newspapers*

**1. Delivery of three copies of a book to the Government**

(1) The printer of a book shall, within one month after the day on which the book is first taken out of the press, deliver free of charge to each of the bodies specified in the First Schedule,

- (a) a printed copy of the book which is published in the Republic together with the maps, prints or any other engravings belonging to that book, and
- (b) a copy of a second or subsequent edition which is published or continues to be published.

(2) Subsection (1) applies despite an agreement to the contrary between the printer and the publisher about the publication of the book.

(3) The book shall be delivered with a memorandum containing the particulars mentioned in subsection (2) of section 2.

(4) The President may, by legislative instrument, amend the First Schedule as respects a class or description of the book specified in the Instrument.<sup>2(2)</sup>

(5) The publisher or any other person employing the printer shall supply the printer,

- (a) within a reasonable time before the expiration of the time specified in subsection (1), with the maps, prints, and engravings finished and coloured which may be necessary to enable the printer to comply with the requirements of subsection (1), and
- (b) with the information required for the preparation of the memorandum referred to in subsection (2) of section 2.

(6) A written receipt shall be given by the officer or person to whom the copies of the books are delivered under this Act.

**2. Catalogue of books**

(1) There shall continue to be a catalogue of books and newspapers printed in the Republic, for the registration of books.

(2) A person registering a book under this section shall submit to the officer in charge of the catalogue referred to in subsection (1) a memorandum on the book containing, so far as may be practicable,

- (a) the title of the book and the contents of the title page with a translation into English of the title and contents where they are not in the English language,
- (b) the language in which the book is written,
- (c) the name of the author, translator, or editor of the book,
- (d) the subject of the book,
- (e) the place of printing and the place of publication,
- (f) the name or firm of the printer, and the name or firm of the publisher,
- (g) the date of issue from the press or of the publication,

- (h) the number of sheets, leaves or pages,
- (i) the size of the book,
- (j) the number of the edition,
- (k) the number of copies of which the edition consists,
- (l) the price at which the book is sold to the public, and
- (m) the name and residence of the proprietor of the copyright or of a portion of the copyright.

### **3. Publication of registered memoranda**

The memorandum registered during each quarter in the catalogue shall be published in the *Gazette*, as soon as may be after the end of the quarter.

### **4. Penalty for non-delivery of books by printer**

A printer who contravenes a provision of subsection (1) of section 1, commits an offence and is liable on conviction to a fine not exceeding one hundred penalty units.

### **5. Penalty for non-supply of books by publisher**

A publisher who neglects to supply the printer with a matter or an information required under section 1 which may be necessary to enable the printer to comply with this Act, commits an offence and is liable on conviction to a fine not exceeding one hundred penalty units.

### **6. Exclusion of class of books**

Regulations made under section 17 may provide for the exclusion of a class of books from the operation of the whole or a provision of sections 1 to 5.

### **7. Government publications**

Sections 1 to 6 do not apply to books printed by the Government Printer for or on behalf of the Government, except as directed by the Minister.

### *Registration of Newspaper Proprietors*

### **8. Register of newspaper proprietors**

There shall continue to be a register of the proprietors of a newspaper.

### **9. Annual returns**

(1) The printers and publishers of a newspaper shall make or cause to be made to the registry office within one month after its first publication, and then annually in the month of January in every year, a return in the Form A set out in the Second Schedule containing

- (a) the title of the newspaper,
- (b) the name and place of residence of the editor,
- (c) the name, place of business and place of residence of the publisher,

- (d) the name, occupation, place of business and place of residence of the proprietor,
  - (e) the name, place of business and place of residence of the printer, and
  - (f) the total circulation for the year prior to the making of the return, and the average daily, weekly, or any other circulation for that year.
- (2) A return of circulation shall not be required during the first year of publication.

#### **10. Penalty for omission to make return**

Where a return is not made in respect of a newspaper within the period referred to in section 9, each printer and publisher of the newspaper commits an offence and is liable on conviction to a fine of five hundred penalty units and in addition shall be ordered to make the return within a specified time.

#### **11. Return of change in proprietorship**

A person who was a party to a transfer of, or dealing with, a share or an interest in a newspaper by which a person ceases to be a proprietor, or to the appointment of a new proprietor, may at any time make or cause to be made to the registry office a return in the Form B set out in the Second Schedule and containing the particulars set forth in the Form.3(3)

#### **12. Return of change of editor, publisher or printer**

(1) Where a person is appointed as a new editor, publisher or printer of a newspaper, that person shall, within seven days of the appointment, make or cause to be made to the registry office a return in the Form C set out in the Second Schedule and containing the particulars set forth in the Form.

(2) A person who contravenes subsection (1), commits an offence and is liable on conviction to a fine not exceeding one thousand penalty units.

#### **13. Penalty for wilful misrepresentation in or omission from return**

Where a person knowingly and wilfully makes or causes to be made a return required or permitted to be made by this Act

- (a) in which that person inserts the name of any other person as a proprietor of a newspaper who is not a proprietor of the newspaper, or
- (b) in which there is a misrepresentation, or
- (c) a form or return in which there is an omission in respect of any of the particulars required to be contained in the form or return which is misleading, or

where the editor, publisher, proprietor or printer of a newspaper knowingly and wilfully permits a return to be made which is misleading in respect of any of the particulars with reference to the name, occupation, or place of business or residence of that person, the offender commits an offence and is liable on conviction to a fine not exceeding two thousand penalty units.

#### **14. Entry of returns in register**

(1) The Registrar shall register a return made in conformity with this Act in the register of newspaper proprietors.

(2) A person may search and inspect the register during the hours of business at the registry office,

and may, on payment of a fee of one thousand cedis require a copy of an entry in or an extract from the register to be certified by the Registrar.4(4)

### **15. Certified copies as evidence**

(1) A copy of an entry in and an extract from the register purporting to be certified by the Registrar shall be received as proof of the contents of the register so far as it appears in that copy or extract, without proof of the signature to the copy.

(2) A certified copy or extract shall in civil or criminal proceedings be accepted as prima facie evidence of the matters that appear in that copy, unless the contrary is otherwise shown.

(3) A certificate purporting to be signed by the Registrar that the Registrar has not received a return, or a return before a certain date, with regard to a particular newspaper shall in civil or criminal proceedings be accepted as prima facie evidence of the fact of the non-receipt.

### **16. Printer's name on every newspaper**

(1) The printer of a newspaper shall print on the first or last page of the newspaper the name and occupation and place of residence of the printer, and the name of the editor and the name of the publisher.5(5)

(2) A person who prints a newspaper without complying with the requirements of subsection (1) or sells, publishes, disperses or assists in publishing or dispersing of a newspaper on which the name and occupation and place of residence of the printer and the names of the editor and the publisher are not printed commits an offence and is, for every copy so printed, sold, published, or dispersed, liable on conviction to a fine not exceeding one hundred penalty units.

### **17. Regulations**

The Minister may, by legislative instrument, make Regulations for giving effect to this Act.

### **18. Interpretation**

In this Act, unless the context otherwise requires,

“**book**” includes a volume, part or division of a volume, pamphlet, sheet of letterpress, newspaper, sheet of music, map, chart of plan separately produced, but does not include price lists, trade circulars, trade advertisements, or other legal or business documents;

“**firm**” includes a company;

“**Minister**” means the Minister responsible for Information;

“**newspaper**” means a paper containing public news or occurrences, or the remarks or observations on news or occurrences printed for sale and published periodically or in parts or numbers at intervals not exceeding two months between the publication of any two of the papers, parts or numbers;

“**occupation**” when applied to a person means the trade or following, and, if none, then the rank or usual title of that person;

“**place of residence**” includes the street or quarters or place where the person to whom it refers resides;

“**printed**” as applied to books, means produced by printing, lithography, or any other like process;

and “**printer**” has a corresponding meaning;  
“**publisher**” includes a person employing the printer of the book;  
“**Registrar**” means the Registrar-General;  
“**registry office**” means the principal office of the Registrar.

**19. Repeals and saving**

*Omitted.6(6)*

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SCHEDULES

**First Schedule<sup>7(7)</sup>**  
**BODIES TO BE SUPPLIED WITH BOOKS**

[Section 1 (1)]

- The Ghana Library Board.
- The Registrar-General.
- The Library of the University of Ghana.
- The Library of the Kwame Nkrumah University of Science and Technology.
- The Library of the University of Cape Coast.
- The Library of the Ghana Academy of Sciences.
- The Library of the Kwame Nkrumah Institute of Economics and Political Science.

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**Second Schedule**  
**FORMS**

**FORM A**  
**PARTICULARS OF NEWSPAPER REQUIRED**

[Section 9]

**ANNUAL RETURN UNDER THE BOOK AND NEWSPAPER REGISTRATIONACT, 1961**

Name of person making the Return .....

Title	Office	Name of editor	Editor's residence	Names of publishers	Place of business of publisher(s)	Place of residence of publishers	Name(s) of proprietor(s)	Place(s) of business of proprietor(s)	Place(s) of residence of proprietor(s)	Name of printer	Place of business of printer	Place of residence of printer	Period of publication
(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)	(l)	(m)	(n)

This Return was made to me by ..... on the ..... day of ....., 20 .....

.....

*Registrar*

**FORM B**  
**RETURN OF CHANGE IN PROPRIETORSHIP UNDER THE BOOK AND NEWSPAPER**  
**REGISTRATION ACT, 1961**

[Section 11]

Title of newspaper	Names of persons who cease to be proprietors	Names of persons who become proprietors	Occupation of new proprietors	Places of business of new proprietors	<i>Places of residence of new proprietors</i>
This Return was made to me by ..... on the ..... day of ....., 20 .....					
.....					
<i>Registrar</i>					

FORM C  
 RETURN OF CHANGE OF EDITOR, PRINTER OR PUBLISHER UNDER THE BOOK AND  
 NEWSPAPER REGISTRATION ACT, 1961

[Section 12]

Name of persons making the Return .....				
Title of Newspaper  (a)	Name(s) of new person(s) appointed  (b)	Capacity in which appointed  (c)	Place of business of new person appointed  (d)	<i>Place of residence of new person appointed</i>  (e)
This Return was made to me by ..... on the ..... day of ....., 20 .....				
			..... <i>Registrar</i>	

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## Endnotes

### **1 (Popup - Footnote)**

1. The Act was assented to on 10th August, 1961.

### **2 (Popup - Footnote)**

2. Amended by the Book and Newspaper Registration (Amendment) Act, 1963 (Act 193).

### **3 (Popup - Footnote)**

3. Amended by the Book and Newspaper Registration (Amendment) Act, 1963 (Act 193).

### **4 (Popup - Footnote)**

4. Amended by section 7 of the Newspaper Licensing Act, 1963 (Act 189) and further by section 2 of the Newspaper Licensing (Repeal) Act, 1970 (Act 319) by the repeal of the proviso to [subsection \(1\)](#) which proviso reads:

“Provided that the Registrar shall not register any return made in respect of any newspaper which is not licensed under the Newspaper Licensing Act, 1963 (Act 189).”

### **5 (Popup - Footnote)**

5. Amended by section 2 of the Newspaper Licensing (Repeal) Act, 1970 (Act 319) by the repeal of the words appearing after “publisher” and the number of the licence granted to the publisher in respect of the news-paper under the Newspaper Licensing Act, 1963 (Act 189).

### **6 (Popup - Footnote)**

6. The provision reads:

“(1) The Book and Newspaper Registration Ordinance, (Cap. 124) and the Newspaper Registration Ordinance, (Cap. 125) are repealed.

(2) Every statutory instrument made under any of the enactments repealed by this Act and in force immediately before the commencement of this Act shall continue in force as if made under the corresponding provision of this Act.”

### **7 (Popup - Footnote)**

7. Amended by the Book and Newspaper Registration (Amendment) Act, 1963 (Act 193).