



Regularisation of Unauthorised Works Application The Building Act 1984. The Building Regulations 2010

1	Contact information for various interested parties: (Ple	ase state if the details are not known or not applicable)
	Client (Person/Company requesting the building work):	Agent/Architect (If Applicable):
	Name:	Title Forename Surname Name:
	Organisation	Organisation
	Name/No.	Name/No.
	Street:	Street:
	Locality:	Locality:
	City Postcode	City Postcode
	Tel:	(Enter N/A if unknown) Tel:
	Email:	Email:
2	Site this application relates to	
	Organisation	
	Name/No	
	Street	
	Locality	
	Town/City	Post Code (Enter N/A if unknown)
	Brief description of the work that has been carried out:	
	Type of Work (Domestic / Non Domestic / Mixed) Please Indicate	
	Date the work was carried out (approximate if not known)	
	Use of Building	
	Previous use of building	
	Present use of building	
3	Regularisation Charge Our preferred method of payment is now via our electronic payment will send you a payment link by email. Please indicate who this pay-link should be sent to:(Client / Agent / If other you <u>must</u> provide details	
	Contact Name	
	Street Address	
	Locality	
	Town/City	Post Code
	Phone	Email

Λ	Charges	
4	f you have already been quoted a figure, please provide details	
	Any further information which may assist in calculating the correct charge?	
	Regularisation Charge: £ VAT is not payable	
5	Disposals	
	1. Please give details of provisions made for the disposal of Foul Water:	
	2. Please give details of provisions made for the disposal of Surface and Roof Water:	
6	Additional Information	
	Any other information you would like to make us aware of	
7		
	Please provide required documents. If providing electronically please note PDF file format is preferred.	
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	Statement	
8	This Notice is given in relation to the building work in accordance with regulation 18 and is accompanied by the appropriate	
	charge payment.	
	The building (Is / Is Not) a building to which the Regulatory Reform (Fire Safety) Order applies.	
	I confirm that I have read the notes of guidance before completing this form.	
	I agree and Sign here (enter your name)	
	Date	
	We will assume you would prefer to receive correspondence electronically unless you select here	

Data Protection Declaration

The local authority is the Data Controller for the purposes of data protection legislation. All personal information is held and processed in accordance with this. Please refer to our <u>Privacy Notices</u> published on our website. Please contact us if you need the privacy notice in an alternative format.