

## The Building Regulations Application Form

The Building Regulations 2010



Please indicate application type:	<input type="checkbox"/> A) Full Plans Submission <i>(Any New Work)</i>	<input type="checkbox"/> B) Building Notice <i>(Domestic Work only)</i>	<input type="checkbox"/> C) Regularisation Certificate <i>(Existing unauthorised work)</i>	<input type="checkbox"/> D) Partnership
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### Applicant's details

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Post Code: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

### Agent's details

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Post Code: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

### Location of site to which the building work relates:

Address of site: \_\_\_\_\_

Post Code: \_\_\_\_\_

\_\_\_\_\_

### Proposed/Completed Works

Description of Proposed/Completed Work

\_\_\_\_\_

\_\_\_\_\_

### Fee

If extension, please state internal floor area ..... m2

All other works, please provide cost of Building works relevant to building regs £.....

Fee payable (see fee sheet).....

### Declaration

This application is deposited in relation to the building work as described above. It is submitted in accordance with Regulations 12(2) and 18 where relevant and is accompanied by the appropriate charge. \*

I understand that further applicable charges (such as inspection fees) may become payable by the building owner following the first inspection undertaken by the Local Authority.

I/We apply for Full Plans Building Regulation Approval/Building Notice Acceptance/Regularisation Certification/Partnership Application as described on this form and as detailed on any supplementary documents:

Signature: _____	On behalf of: _____
Date: _____	

*Insert Applicant's name where the declaration is made by an Agent*

## IMPORTANT INFORMATION

1. **By completing and submitting this form**, you are giving notice of your intention to carry out building work and deposit the attached drawings and other documents as required by the building regulations.
2. In case of a building Notice, in accordance with Building Regulation 12(2) (a) it is your intention to carry out the domestic building work described in Section 3 and 5, of Building Regulations 2010.
3. In the case of a Full Plans Application, this notice is being given in relation to the building work as described, and is being submitted in accordance with regulation. 18 and is accompanied by the appropriate charge. Please understand that further charges (Inspection Charges) will normally be payable following the first inspection by the local authority. By completing and signing this form, the Council accepts that you have consented to the time period for consideration of the application being **extended to two months** and that, if appropriate you wish the application to be passed with conditions.
4. In case of an application for Regulation, this notice, given in relation to the work described, is submitted in accordance with Regulation 18 and is accompanied by the appropriate charge (and plans where applicable). Please understand that the local authority may require you to take such reasonable steps (e.g. opening up of unauthorised work for inspections, making tests and taking samples) as appropriate, to establish compliance with the Building Regulations.
5. In all cases, the Council may require the submission of further information to show compliance with the Building Regulations.

## Fire Consultation

Applicant(s) should be aware that under the terms of The Building Act 1984, Section 15, the local Authority will as required consult with the Fire and Rescue Service and pass on those details that you submit on your application form for the purposes of determining the Building Regulations Application. Without this data collection, we could not process the application. Applicant details are only passed on to the statutory consultee(s). If you have any queries regarding this consultation process please telephone 01772 625423. Further details regarding information rights are available on the information Commissioner's Office website at [www.ico.org.uk](http://www.ico.org.uk)

## Sewerage Consultation

Applicant(s) should be aware that under the terms of The Building Regulations 2010, the local Authority will as required consult with the Sewerage undertaker and pass on those details that you submit of your application. Without this data collection, we could not process the application. Applicant details are only passed on to the statutory consultee(s). If you have any queries regarding this consultation process please telephone 01772 625423. Further details regarding information rights are available on the information Commissioner's Office website at [www.ico.org.uk](http://www.ico.org.uk)