

# Building Regulations Building Notice Form

The Building Act 1984  
The Building Safety Act 2022  
The Building Regulations 2010 (as amended)

(Fields noted \* are Mandatory)

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## Location of Site/Building to which work relates

Address: \*

Postcode: \*

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## Applicant Details

Mr/Mrs/Miss/Ms: \*

Forenames: \*

Surname: \*

Address: \*

Address: \*

Postcode: \*

Email:

Tel: \*

Mobile:

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## Agent's Details (where different from the applicant)

Name:

Address:

Address:

Postcode:

Email:

Tel:

Mobile:

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## Builder's Details

Name:

Address:

Address:

Postcode:

Email:

Tel:

Mobile:

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**Electrician:**

If this application is for a Residential project which involves the installation of new electrical works, please confirm if you are intending to use a Registered "Part P" qualified Electrician, who is an Authorised Competent Person.

If no, please be advised this will incur a further charge.

YES  / NO \*

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**Proposed Works**

Description of works, including internal floor area of proposed extension and/or loft conversion\*

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**Use of Building**

1. Proposed use of building: \*

2. If existing building state present use: \*

3. Is the building to be put to a use which is regulated by the Regulatory Reform (Fire Safety) Order 2005

YES /NO \*

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**For New Build Dwellings and Newly Created Dwelling Only**

Do you have Planning Permission?

YES  NO \*

Have Planning Specified any Optional Requirements?

YES  NO \*

Awaiting Permission

\*

Please Specify the Number of Units Required Under the Following Categories;

Part M4 (1) Visitable Dwellings. ....

Part M4 (2) Accessible and Adaptable Dwellings ...

Part M4 (3) Wheelchair User Dwellings .....

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**Fees\*** (see Building Control Charges Schedule for guidance)

Fee Description

Fee Submitted (£)

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**Declaration**

I have read and understood the guidelines and completed this form with information which I believe is accurate.

This application is deposited in relation to the building works etc., as described above.

It is submitted in accordance with Regulation 12(2)(a) and is accompanied by the appropriate fee.

This application is valid for 3 years from the date of deposit, to commence the works.

I/we apply for Building Notice Acceptance as described on this form and as detailed on any supplementary documents.

Name: \*

Date: \*

The use of a Building Notice to inform the local authority of building work etc., is restricted to certain building types. Additional information will also be required to accompany your Building Notice depending upon the work proposed. Further information can be found in the attached notes and checklist. This form cannot be used for building control approval applications for higher-risk building work or stage of higher risk building work or for work to existing higher-risk buildings. Applications for building work to higher-risk buildings can be made [here](#).

**Contact Details**

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