

# Application for Regularisation of Unauthorised Building Work

## The Building Regulations 2000 Building Act 1984

Plan Number

For Official Use Only

**As the owner of the building noted below I apply for a Regularisation Certificate under Regulation 20 of the above Regulations**

*This form is to be filled in by the person who intends to carry out building work or his/her agent. If the form is unfamiliar please read the notes on the next page or consult the office indicated at the address below.*

<b>1</b>	<b>Applicant's Details</b> Full Name: _____ E-mail: _____ Address: _____ Postcode: _____ Tel: _____ Fax: _____
<b>2</b>	<b>Agent's Details, if applicable</b> Name: _____ E-mail: _____ Address: _____ Postcode: _____ Tel: _____ Fax: _____
<b>3</b>	<b>Location of building to which work relates</b> Address: _____ Postcode: _____ Tel: _____ Fax: _____
<b>4</b>	<b>Proposed Work (see notes 4, 5 and 6)</b> Description: _____ Date of completion: _____
<b>5</b>	<b>Use of Building</b> 1. If new build or extension state proposed use: 2. If existing building state present use:
<b>6</b>	<b>Please note: All Cheques should be made payable to East Staffordshire Borough Council</b> <b>Charges (for details of charges please see separate information sheets)</b> 1. If schedule 1 work please state number of dwellings: under 300m <sup>2</sup> : _____ Over 300m <sup>2</sup> : _____ 2. If schedule 2 work please state floor area: _____ m <sup>2</sup> 3. If schedule 3 work please state the estimated cost of work excluding VAT: £ _____ Building Notice Charge: £ _____ Plus VAT: £ _____ Total: £ _____
<b>7</b>	Has a planning application been submitted in respect of this work? If YES, please state application number: _____
<b>8</b>	<b>Statement</b> This notice is given in relation to the building work as described, and is submitted in accordance with Regulation 12 (2)(a). Name: _____ Date: _____ Signature: _____