

1 Application for a Certificate of Regularisation

Please confirm date the work the works was completed

2 Address of the Work

Postcode:

3 Full Description of Work e.g. Erection of single storey extension:

Use of Building e.g. Dwelling, office, shop....

State Previous Use: State Current Use:.....

Is the building subject to the requirements of the RRO? Yes [] No []

4 Applicant Details please give full name of owner of the property (BLOCK LETTERS)

Name:

Address:

Post Code: Tel: Email:

5 Agents Details (if applicable) Name:

Address:

Post Code: Tel: Email:

6 Builders Details (person carrying out the work)

Name:

Address:

Post Code: Tel: Email:

7 Charges: contact building control for charges

Table A: New dwelling no of dwellings Charge £.....

Table B: Extension (s) to dwelling floor area.....m2 Charge£.....

Table C: Alteration to dwelling, est cost £..... Charge£.....

Table D: Miscellaneous Charge£.....

Total Charge inc VAT £.....

8 Part J* Does this scheme included a wood burning stove? Yes [] No []

If yes is it being installed by Hetas installer? Yes [] No []

Part P* Will there be any new electrical circuits installed? Yes [] No []

Is your electrician Part P registered? Yes [] No []

*Individual fees will apply if works are not installed by company/ persons registered under the competent person scheme.

9 Certificate of Regularisation

Submitted in accordance with Regulation 18 and is accompanied by the appropriate charge.

Name: (print)..... Signature: Date: