| **Applicant’s Details** | | | **Agent’s Details** | | **Builder [if known]** |
| --- | --- | --- | --- | --- | --- |
| **Name:** |  | |  | |  |
| **Address:** |  | |  | |  |
| **Postcode:** |  | |  | |  |
| **Tel:** |  | |  | |  |
| **Mobile:** |  | |  | |  |
| **Email:** |  | |  | |  |
| **Location** | | | **Proposed Works** | | **Use of Building/extension** |
| **Address:**  **Postcode:** |  | |  | |  |
| Regulatory Reform (Fire Safety Order 2005)?  **Applicable: YES / NO** | | | Consent to Conditional Approval: **YES / NO** | | Consent to an extension of time:  **YES / NO** |
| **Please ensure all elements of work are clearly identified (see notes).** | | | | | |
| **Fees:** | Schedule A | | Dwellings | | Ref: A |
|  | Schedule B | | Domestic extensions and alterations, detached garages etc | | Ref: B |
|  | Schedule C | | Non Domestic work | | Ref: C |
| **Fee Exemption** | Disabled: **YES / NO** | | Doctors Letter: **YES / NO** | | Social Services letter: **YES / NO** |
|  | | | | | |
| **Inspections** | Inspections will be carried out in accordance with the Schedules: A, B or C [as appropriate] and a Completion Certificate will be issued once the works have been inspected, comply with the Building Regulations and all fees relating to the work have been paid. | | | | |
| **Statement** | This notice is given in relation to the building work as described, is submitted in accordance with Regulation 12(2)(b) and is accompanied by the appropriate fee. I understand that further fees will be payable following the first inspection | | | | |
| Name: | | Signature: | | Date: | |

**Full Plans Submission**

**The Building Act 1984 (as amended)**

**The Building Regulations 2010**

**TENDRING DISTRICT COUNCIL, Building Control, Planning Services, Town Hall, Station Road, Clacton On Sea, CO15 1SE**

**Tel: 01255 686111 Email: bcinspections@tendringdc.gov.uk www.tendring.gov.uk**