

Building Regulation Building Notice Form (England)

The Building Act 1984, The Building Safety Act 2022, The Building Regulations 2010 (as amended).
This form is to be filled in by the person (or his/her agent) who intends to carry out building work.

Applicant's details

1 Name Email
Address
 Postcode Telephone

Agent details - where different from the Applicant

2 Name Email
Address
 Postcode Telephone

Location of building to which work relates

3 Address

 Postcode

Proposed works *(append additional information where necessary)*

4 Description of proposed work

Date of the start of construction work on site
Intended use of the building

Fees

5 If creating new dwellings, please indicate the number and the number of types
If creating an extension to existing building please indicate the number of storeys and the internal floor area (m²)
If basing the charge on estimated cost of works please indicate the cost *(refer to charge sheet)*
Total Fee £



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Electrical Installation

1. Does the work involve installation of an electrical unit? (Refer to Note 5) Yes No
2. If 'YES' will the work be carried out by a member of the Competent Persons Scheme? Yes No
3. If 'NO' will the work be carried out by a qualified and experienced Electrician who can give a Certificate of Compliance? Yes No

Note: if you answered NO to either question 2 or 3 an additional charge will be required. Please see charge sheet.

Additional Information

1. Drainage & water supply (Please tick relevant answer)

- Is the source of water to the building from **a water main** **a private supply** **a well**
- Is the foul water to be drained to the **foul sewer** **cess pool** **septic tank** **packaged treatment plant**
- Is the surface water to be drained to the **foul sewer** **soakaway** **watercourse** **sustainable urban drainage system**

2. H4 'Building over sewers'

- Is the proposed building footprint within 3m of a drain or sewer that is greater than 225mm diameter? Yes No
- Is the proposed building footprint understood to be over a gully, inspection chamber or manhole? Yes No
- Does the proposed building footprint cover more than 8m of a drain or sewer? Yes No

Should the answer be 'YES' to any of the above see guidance note Note 4

3. If the application is for a new dwelling have you attached the planning approval indicating 'Parts M & G' optional requirements? Yes No
4. Is a 1:1250 location plan included if works include extension/s or new building/s? Yes No
5. Have you applied for planning permission? Yes No If 'YES', state App No.

Declaration

This application is deposited in relation to the building work etc., as described above. It is submitted in accordance with [Regulation 12\(2\)\(a\)](#) and is accompanied by the appropriate charge.

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

Signature

On behalf of
(insert applicants name where the declaration is made by the agent)

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](#). Form created in October 2023.