

BUILDING CONTROL APPLICATION FORM
 (if hand-written, please write in CAPITALS in BLACK)

Client details	Agent details
Company	Company
Name (title)	Name (title)
No/Street	No/Street
Town	Town
County	County
Postcode	Postcode
Telephone	Telephone
Email	Email
Site address (if different to above)	Project description
No/Street	Description
Town	
County	
Postcode	Value (£) Category
Fees	

To whom and where should we issue the invoice?

Agent Client-client Client-site Other (please advise)

Validation fee (£+VAT)

Inspection fee (£+VAT)

Meeting/other fee (£+VAT)

Total project fee (£+VAT)

Notes

Project details			
Local authority area	If there is new drainage, where will this discharge?		
	Foul water		
	Surface water		
Is there a new connection to a public sewer?	No	Yes	If yes, the location of the FOUL and SURFACE WATER connection(s) should be clearly shown on the site plan enclosed.
Are you aware of a foul or surface water public sewer below or within 3m of the proposal?	No	Yes	If yes, full details and position(s) should be shown on a site plan and enclosed with this application form.
Site plan to 1:1250 scale	Site plan enclosed		In the case of an EXTENSION , NEW BUILDING or a new connection to a PUBLIC sewer, the location of these should be marked on the site plan.

Only applies to the construction of new dwellings or dwellings formed by material change of use:

Number of new dwellings:	Has planning permission been granted?	No	Yes – Are optional requirements below required?	
Regulation 36 (2) (b) – Does optional water efficiency of 110 litres per person per day apply?			Yes	No
Schedule 1 Part M – Does optional M4 (2) apply?	Yes	No	Schedule 1 Part M – Does optional M4 (3) apply?	Yes No

Signed

Name Date

I hereby agree to Aedis Regulatory Services Ltd's Standard Terms & Conditions – Building Control (available on request or on our website: www.aedis.com).

I hereby agree to Aedis Regulatory Services Ltd signing the Initial Notice on behalf of the client in relation to this application.

I agree to the payment of fees as detailed above. If signing as an agent on behalf of the client, I confirm the client is aware of the fees and the payment terms.

Generally, payment of a validation fee will be required within five working days to validate an application and where this has not been paid up front with the application (by cheque, BACS or credit/debit card), the payment team will contact the payee to arrange for telephone payment to be taken. Where terms have been pre-agreed with the finance department, which differ from this then the specific terms will take precedent. The remaining 'inspection' fee will become payable when work commences and will be collected in the same manner.

FOR OFFICE USE ONLY

Aedis reference

Project manager

Plan checker

Site inspector/office

Fee lead

Is the work minor work? Yes No

Fire Brigade consultation Yes No

Water authority consultation Yes No

Local enactments Yes No

Estimated inspections