

APPLICATION FOR A
REGULARISATION CERTIFICATE



The Building Act 1984
The Building Regulations 2010

Building Regulations
Plan Number:



Building Control Service

PO Box 504, Civic Centre, Middlesbrough, TS1 9FY. Tel. 01642 729375, Fax. 01642 729967

This form is to be filled in by the person (or his/her agent) who intends to carry out the building work. If this form is unfamiliar, please read the notes on the reverse side or consult the office indicated above. Please use block capitals.

All sections **MUST** be fully completed.

| | | | |
|----------|---|----------|---|
| 1 | Applicant (see note 1) Full Name: _____ Address: _____ _____ Postcode: _____ Tel: _____ e-mail: _____ | 2 | Agent Name: _____ Address: _____ _____ Postcode: _____ Tel: _____ e-mail: _____ |
|----------|---|----------|---|

3 **Work carried out**
Description: _____
Provide a statement of specification of the work carried out.

Was the electrical installation designed, installed, inspected and tested by a competent person? (see note 9) YES NO

4 **Date work was carried out** (if not known give approximate date) _____
Address _____

5 **What was previous use?** _____

What is present use? _____

6 **Charge - Total estimated cost** _____ **Charge enclosed** _____

7 **Services**
Means of water supply _____
Foul water drainage _____ Surface water drainage _____

8 **Statement**
This notice is given in relation to the building work as described, is submitted in accordance with Regulation 18(a) and is accompanied by the appropriate charge.

The use of the completed buildings *IS/IS NOT a use designated under the Regulatory Reform (Fire Safety) Order 2005.
*delete as appropriate

Signed: _____ Date: _____

Guidance Notes Building Control Contact - 01642 729375

e-mail: bcsubmissions@middlesbrough.gov.uk

1. The applicant is the building owner.
2. One copy of this notice should be completed and submitted with plans and particulars indicating the works carried out.

Where Part B (Fire Safety) imposes a requirement in relation to building work a further two copies of the plans should be deposited.
3. A regularisation application must be accompanied by the appropriate charge (VAT is not payable).
4. The appropriate charge is dependent upon the type of work carried out. Charges are set out in the Guidance Notes on charges which is available on request.
5. In accordance with Building Regulation 18(3) the Council may require an applicant to take such reasonable steps, including laying open the unauthorised work for inspection, making tests and taking samples as the authority think appropriate to ascertain what work, if any, is required to secure compliance with the relevant regulations.
6. These notes are for general guidance only, full particulars of a "Regularisation" request are contained in Regulation 18 of the Building Regulations 2010, and in respect of charges the Building (Local Authority Charges) Regulations 2010.
7. Persons who have carried out the building work or have made a material change of use of a building are reminded that permission may also have been required under the Town and Country Planning Act.
8. Further information and advice may be obtained from Building Control Officers. Tel. 01642 729375
9. A competent person is registered with an electrical self certification (Competent Person) scheme authorised by the Secretary of State. See Approved Document P.

We will try to make a summary of this document available in other languages.
Braille or large print on request.

سوف نحاول ان نجعل ملخص هذه الوثيقة متوفرة بلغات اخرى، الاجرل وكتابة
كبيرة عند الطلب.

ہم کوشش کریں گے کہ اس دستاویز کا خلاصہ دوسری زبانوں میں مہیا کیا جاسکے مزید
آپکی درخواست پر اسے بریل یا موٹے الفاظ میں بھی فراہم کیا جاسکے گا