



**Enter Client Details to Receive All Correspondence**

**1** Name.....  
Address.....  
.....  
..... Postcode.....  
Tel..... Mobile..... Email.....

**2** **Enter Site Address (if different from Section 1 above)**  
Address.....  
..... Postcode.....  
Site/Home Owner Name (if different from section 1 above).....

**3** **Give a Brief Description of Work**      **Estimated Start Date**    \_\_ / \_\_ / \_\_\_\_  
.....  
.....

**4** **Architect / Agents Details**  
Name.....  
Address.....  
..... Postcode.....  
Tel..... Mobile..... Email.....

**5** **Builder Details (If known)**  
Name.....  
Address.....  
..... Postcode.....  
Tel..... Mobile..... Email.....

**6** **Person who will be paying the invoice (please tick appropriate box)**  
 Client       Site/Home Owner       Architect/Agent       Builder

**7** **Declaration**  
I confirm that I am 'The person carrying out the work' (if agent/builder please tick box below) and authorise Approved Building Control Ltd to submit the relevant paperwork to the Local Authority, and authorise them to sign the application on my behalf.  
**Signature**..... **Name (in Block Capitals)**.....  
 Agent/Builder authorised by Client to sign this application on their behalf. (Tick if applicable)