

Building Control  
Place Division  
Wandsworth Borough Council  
The Town Hall Wandsworth High Street London SW18 2PU  
Email: [buildingcontrol@wandsworth.gov.uk](mailto:buildingcontrol@wandsworth.gov.uk)



**Building Regulation Building Notice Form (England)**

The Building Act 1984, The Building Safety Act 2022, The Building Regulations 2010 (as amended)

**1 Applicant Details**

Name.....  
Address (incl postcode).....  
Phone/Mobile .....  
Email.....

**2 Client details (where different from the Applicant)**

Name.....  
Address (incl postcode).....  
Phone/Mobile .....  
Email.....

**3 Contractor's details**

Name.....  
Address (incl postcode).....  
Phone/Mobile .....  
Email.....

**4 Location of site to which the building work relates**

Address (incl postcode).....  
.....

**5 Description of the proposed works**

.....  
.....

No. of storeys/height of building (including basement).....

**6 Intended use of the building**

Current use of building: .....

.....

.....

Proposed use of building: .....

.....

.....

**7 Regulatory Reform (Fire Safety) Order 2005 (as amended)**

Is the building a building to which the [Regulatory Reform \(Fire Safety\) Order 2005](#) applies or will apply after completion of the building work:

**Yes / No** \* delete as appropriate

If yes, a Building Control Approval with Full Plans application is required.

**8 Does the proposal impose a requirement under Part H4**

Building over or within 3m of a drain, sewer or disposal main?

**Yes/No** \* delete as appropriate

If yes, Building Control Approval with Full Plans application is required.

**9 New build dwellings and newly created dwellings ONLY**

Do you have planning permission? .....Yes / No / Waiting Permission

Have planning specified any optional requirements? .....Yes / No / Waiting Permission

**Please specify the number of units required under the following categories:**

Part M4(2) Accessible and Adaptable Dwellings .....

Part M4 (3) Wheelchair User Dwellings .....

Please specify how many litres is the requirement for Part G Water Efficiency .....

**Please note that the above information is necessary to progress your application. If you do not yet have planning permission this must be provided within 28days of that consent.**

# 10 Charges

The appropriate charge is payable on submission of the Building Notice to contribute towards the cost of site inspections, normally as a single payment, which covers all necessary site visits until satisfactory completion of the work in accordance with the Building Regulations. However, where additional costs are incurred, they can be subject to further payment.

**Work Code**  
[\(see fee charges\)](#)

**Total floor area / Est. of Costs**

**Please give the name/address to whom the invoice should be sent to:**

Name .....

Address (incl postcode).....

# 11 Statements

Does the proposal involve home electrical installation work to which Part P of the Building Regulations applies?

**Yes / No**

If YES, do you intend to use an electrician who is registered with a Competent Persons Self-Certificate Scheme?

**Yes / No**

# 12 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 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 an Agent)

**Date**.....

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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](#).