

**Building Control**  
Telephone: 0121 569 4054  
Email: [building\\_consultancy@sandwell.gov.uk](mailto:building_consultancy@sandwell.gov.uk)

**Building Regulation Building Notice Form**

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

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**Applicant details:**

Name .....

Address (incl postcode) .....

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Phone .....

Email .....

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**Agent details (when different to applicant):**

Name .....

Address (incl postcode) .....

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Phone .....

Email .....

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**Location of site that building work relates to:**

Address (incl postcode) .....

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**Proposed works:**

Description of Proposed works (including new floor area where appropriate)

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**Intended use of the building:**

Description of Intended use .....  
.....  
.....

**New dwelling/s only:**

Number of new dwellings .....

Number of dwelling types .....

Have you provided a statement plan for Gigabit-ready physical infrastructure?

**Yes/No** (Delete as appropriate)

**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 declaration is made by an agent)

Date .....

Note: The use of a building notice to inform the local authority of building work etc., is restricted to certain building types. Additional information may also be required to accompany your building notice depending upon the work proposed. 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.

Information provided in this form will be used for the processing of your Building Regulations application and may be shared under our legal duty to share the information with planning and other regulatory services, and if a legal duty is placed upon the Council.

For further information in relation to how we will use your personal information for this purpose please see the Council's relevant privacy notice at <http://www.sandwell.gov.uk/privacy>