

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

## **Building Regularisation Certificate Application**

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

Address (incl postcode) .....

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### **Unauthorised works:**

Description of unauthorised works .....

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### **Declaration**

This application is made in relation to the building work etc., as described above. It is submitted in accordance with Regulation 18 and is accompanied by the appropriate charge.

I/we apply for a Regularisation Certification as described on this form and as detailed on any supplementary documents.

Signature ..... Date .....

On behalf of ..... (Insert applicants name where declaration is made by an agent)

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Note: 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>

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**Information required by a person applying for a regularisation certificate for building work to be provided as far as reasonably practicable.**

The Building Regulations 2010 (as amended)

Where a local authority receives an application in accordance Regulation 18, they may require the applicant to take such reasonable steps as the authority think appropriate to ascertain what work, if any, is required to secure that the relevant requirements are met.

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**Client details:**

Name .....

Address (incl postcode) .....

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Phone .....

Email .....

**I confirm that to the best of my knowledge the work complies with all applicable requirements of building regulations.**

**Signature of client** .....

**Date** .....

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**Principal contractors (or sole contractor) details:**

Name .....

Address (incl postcode) .....

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Phone .....

Email .....

Date of appointment .....

**I confirm that I have fulfilled my duties as a principal contractor (or sole contractor) under Part 2A (duty holders and competence) of these Regulations.**

**Signature of principal contractor (or sole contractor)**

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**Date** .....



**\*\*Principal contractors (or sole contractor) details:**

Name .....

Address (incl postcode) .....

.....

Phone .....

Email .....

Date of appointment .....

**I confirm that I have fulfilled my duties as a principal contractor (or sole contractor) under Part 2A (duty holders and competence) of these Regulations.**

**Signature of principal contractor (or sole contractor)**

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**Date** .....



**Principal Designer (or sole designer) details:**

Name .....

Address (incl postcode) .....

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Phone .....

Email .....

Date of appointment .....

**I confirm that I have fulfilled my duties as a principal designer (or sole designer) under Part 2A (duty holders and competence) of these Regulations.**

**Signature of principal contractor (or sole contractor)**

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**Date** .....



**\*\*Principal Designer (or sole designer) details:**

Name .....

Address (incl postcode) .....

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Phone .....

Email .....

Date of appointment .....

**I confirm that I have fulfilled my duties as a principal designer (or sole designer) under Part 2A (duty holders and competence) of these Regulations.**

**Signature of principal contractor (or sole contractor)**

.....

**Date** .....

\*\*If more than one dutyholder appointment is made, details and confirmation is required by each principal contractor (or sole contractor) and each principal designer (or sole or lead designer) appointed by the client. Add additional contacts and statements as required.