

# Thurrock Council Building Control

## Full plans submission

We will use your information to provide the service requested. We may share your personal data between our services and with partner organisations, such as government bodies and the police. We will do so when it is of benefit to you, or required by law, or to prevent or detect fraud. To find out more, go to [thurrock.gov.uk/privacy](http://thurrock.gov.uk/privacy). Get free internet access at libraries and community hubs.

### 1 – Applicant details

|         |  |
|---------|--|
| Name    |  |
| Address |  |
| Phone   |  |
| Email   |  |

### 2 – Agent details, if applicable

|         |  |
|---------|--|
| Name    |  |
| Address |  |
| Phone   |  |
| Email   |  |

Correspondence will be sent by email unless you ask us to send by post: .....  send by post

### 3 – About the proposed work and the building to which the work relates

|                       |  |
|-----------------------|--|
| Proposed work         |  |
| Building address      |  |
| Current building use  |  |
| Proposed building use |  |

### 4 – Fees

For latest fees and charges, including payment details, go to [thurrock.gov.uk/buildingcontrol](http://thurrock.gov.uk/buildingcontrol)

| Fee type                  | Code | Fee | VAT | Total |
|---------------------------|------|-----|-----|-------|
| Initial works (100% fee)  |      |     |     |       |
| Secondary works (50% fee) |      |     |     |       |
| Other works               |      |     |     |       |
| <b>Total fee:</b>         |      |     |     |       |

### 5 – Statement

Do you consent to:

a) the plans being passed subject to conditions, where appropriate .....  Yes  No

b) an extension of the statutory time limited by 3 weeks, if necessary .....  Yes  No

Notice is submitted in accordance with Regulation 12(2)(a) and accompanied by appropriate fee.

Name: \_\_\_\_\_ Date: \_\_\_\_\_

## Full plans submission guidance

This form is to be completed by the person who intends to carry out building work, or their agent.

Before completing this form, please read our guidance online.

Go to '**Make a building control application**' at [thurrock.gov.uk/buildingcontrol](http://thurrock.gov.uk/buildingcontrol)

Full particulars on the deposit of plans are contained in Regulation 14 of the Building Regulations 2010 and, in respect of fees, in the Building (Local Authority Charges) Regulations 2010.

If you propose to carry out building work or make a material change of use of a building, you may require permission under the Town and Country Planning Acts – [thurrock.gov.uk/planning](http://thurrock.gov.uk/planning)

## Where to send your completed form

Completed forms, fees and documents should be sent to:

**Building Control, Thurrock Council, Civic Offices, New Road, Grays, RM17 6SL**

[buildingcontrol@thurrock.gov.uk](mailto:buildingcontrol@thurrock.gov.uk)

