Thurrock Council Building Control

Application for a Regularisation Certificate

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. 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 work and the building to which the work relates

Description of work	
Building address	
Building use before work	
Current building use	

4 – Fees

For latest fees and charges, including payment details, go to thurrock.gov.uk/buildingcontrol

Fee type		Code	Fee
Initial works	(100% fee)		
Secondary works	(50% fee)		
Other works			
		Total fee:	

5 – Statement

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

Name: _____   Date: _____

Application for a Regularisation Certificate 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

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.

Building work, or a material change to the use of a building, may require permission under the Town and Country Planning Acts – thurrock.gov.uk/planning

Where to send your completed form

Completed forms and documents should be sent by email to:

bcapplications@thurrock.gov.uk

We will contact you to arrange fee payment by debit card or credit card.