
Appendix 1: Application form (page 1 of 4)

Resident improvement or alteration works

Before completing this form, you should read the Terms and Conditions of resident alterations which are attached below and our Alterations and Improvements Policy in full.

1. Residents/Applicants name	
2. Address	
3. Telephone number	
4. Email address	

5. Summary of proposed work and address (if different from above):	
6. Is planning permission required for the work or any part of the work?	YES / NO
7. If YES, has planning permission been granted?	YES / NO (Please attach if yes)
8. Is Building Control approval required for the work? (You MUST rely on your own enquiries)	YES / NO
9. If YES, has Building Control approval been granted?	YES / NO (Please attach if yes)