

FORM OF APPLICATION FOR A REGULARISATION CERTIFICATE

Building Control Acts 1990 and 2007

Application for a Regularisation Certificate

Building Control Authority:

OFFICIAL USE

Date Received _____

Register Ref. _____

Entered on _____

Entered by _____

Fee Received _____

Application is hereby made under Part IIIA of the Building Control Regulations 1997 to 2009 for a Regularisation Certificate in respect of the works or building to which the accompanying drawings apply.

1. APPLICANT: Owner / Leaseholder (delete as appropriate)

FULL NAME: _____

ADDRESS: _____

SIGNATURE: _____

TELEPHONE No.: _____ DATE: _____

Owner of works or building (if different to above): _____

2. Location of works or building: _____

3. Classification of works or building

Construction of new building YES NO

Material alteration YES NO

Material change of use YES NO

Extension to a building YES NO

4. Description of works or building:

5. Where a change of use applies:

(a) Existing use _____

(b) New use _____

6. Works involving the construction of a new building, or a building the material use of which is being changed—

(a) Number of basement storeys _____

(b) Number of storeys above ground level _____

(c) Height of top floor above ground level _____ (metres)

(d) Floor area of building _____ (sq. metres)

(e) Total area of ground floor _____ (sq. metres)

7. Works involving an extension or the material alteration of a building:

Floor area of extension _____ (sq. metres)

Floor area of material alteration _____ (sq. metres)

8. Planning Permission for the works or building in question:

Date Planning Permission was granted: _____

Planning Reference No.: _____

9. Date construction started: _____

Is construction of the building completed?: YES NO

Date of completion: _____

Is the building occupied or operational?: YES NO

Is the building still under construction?: 25% 50% 75%

Have any modifications to the original design been made during construction?: YES NO

If yes, was planning permission sought (if necessary) for the modifications?: YES NO

10. Amount of Fee (accompanying this application) € _____

Note:—

- 1. This Application Form for a Regularisation Certificate must be accompanied by a Statutory Declaration.**
- 2. This Application Form must be accompanied by a complete and certified set of drawings for the works or building as commenced or constructed.**