

## FORM OF APPLICATION FOR A REGULARISATION CERTIFICATE

Article 20C(2)

## 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 NOMaterial alteration YES NOMaterial change of use YES NOExtension to a building YES NO

## 4. Description of works or building:

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## 5. Where a change of use applies:

(a) Existing use 

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(b) New use 

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## 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 

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(b) Number of storeys above ground level 

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(c) Height of top floor above ground level 

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 (metres)(d) Floor area of building 

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

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 (sq. metres)

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

Floor area of extension 

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 (sq. metres)Floor area of material alteration 

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 (sq. metres)

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

Date Planning Permission was granted: 

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Planning Reference No.: 

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9. Date construction started: _____			
Is construction of the building completed?:		<u>YES</u>	<u>NO</u>
Date of completion: _____			
Is the building occupied or operational?:		<u>YES</u>	<u>NO</u>
Is the building still under construction?:	<input type="checkbox"/> 25%	<input type="checkbox"/> 50%	<input type="checkbox"/> 75%
Have any modifications to the original design been made during construction?:		<u>YES</u>	<u>NO</u>
If yes, was planning permission sought (if necessary) for the modifications?:		<u>YES</u>	<u>NO</u>
_____			
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.**