

# Building Control Application Form



**Complete  
Building Control Ltd**

When completed please send this form to Complete Building Control Ltd in one of the following ways:

**Post:** Complete Building Control Limited, 36 George Road, Edgbaston, Birmingham, B15 1PL

**Email:** mel@completebuildingcontrol.co.uk or newbusiness@completebuildingcontrol.co.uk

**WhatsApp Message:** +44 (0)7970138792

**Tel:** +44 (0)800 022 3096 or +44 (0)121 212 3145

Please Note: We will not be able to process your application if the appointment form is incomplete.

## 1 Project Address & Postcode

## 2 Description of Work

## 3 Principal Designer (Architect/Agent) If none, Principal Contractor is Principal Designer

Name:

Address:

Mobile:

Office:

Email:

## 4 Client Details (Person Procuring the Work / Legal Owner of Building)

Name:

Company:

Address:

Mobile:

Landline:

Email:

## 5 Invoice Recipient (Please Complete All Sections)

Name:

Company:

Address:

Mobile:

Landline:

Email:

## 6 Agreed Fee (£ plus VAT)

## 7 Construction Cost

**Registered Office:** 36 George Road, Edgbaston, Birmingham B15 1PL  
**Company Number:** 06738119 **VAT Registration Number:** 978 3575 56



Complete Building Control Ltd is registered with the Building Safety Regulator (BSR)  
as a Registered Building Control Approver - Registration Number: RBCP01829C6Y

Managing Director: Melap Singh BSc FCABE C.Build E Assoc RICS | Co-Director: Clive Parker BSc (Hons) MCABE C.Build E

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## 8 Principal Contractor

Name:

Company:

Address:

Tel:

Email:

Commencement  
Meaningful start date:

Handover Date:

Regulation 16C Statement.  
(Excludes new buildings  
& extensions):

## 9 Drainage

Is there to be a new connection to a public sewer? (If 'yes' please provide a plan showing the approximate location of the new connection)

Yes

No

Is the building constructed over or within 3 metres of a public sewer?  
(New build and extensions only)

Yes

No

Occasionally we may have some marketing information regarding other services of Complete Building Control Ltd that we would like to keep you updated on, please tick the box if you would like to receive this information from us.

*Please note: Your details will never be passed to a third party*

Please tick this box if you are interested in Complete Building Control Ltd using the submitted information to contact you with a quotation for energy assessment services that are relevant to your application.

I agree to your terms of business and confirm on behalf of the client that I would like you to act in your capacity of Registered Building Control Approver. Please sign and submit the Initial Notice to the Local Authority on their behalf. I have made the client aware of Complete Building Control Ltd being appointed.

10 Signed

Date



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