

11 NOTICES

Please indicate if this submission is as a result of any of the following notices, and if so give the reference number -

Building regulations compliance notice YES/NO

Building warrant enforcement notice YES/NO

Defective buildings notice YES/NO

Is the building subject to any dangerous building notice? YES/NO

(If YES, give the reference number)

12 ESTIMATED VALUE OF WORKS

The cost of operations is estimated at £

(Please note the verifier may seek evidence for this figure, and make comparisons with established independent indices of building costs).

13 CERTIFICATES

Do any certificates from approved certifiers of design or construction accompany this submission? YES/NO

If YES, see annex 2

14 DECLARATION

I/We* submit a completion certificate in accordance with the details supplied above and with any necessary accompanying information (see note 3). This completion certificate is confirmation that the work was carried out and/or conversion* made in accordance with the building regulations.

This completion certificate also confirms that in the case of work for the construction of a building, the building as constructed complies with the building regulations; that in the case of the provision of services, fittings or equipment in or in connection with a building that the services, fittings or equipment provided comply with building regulations; and in the case of conversion of a building that the building as converted complies with building regulations.

[and where this submission is for a dwelling -]

I enclose an energy rating for the dwelling(s) as specified in the submission calculated in accordance with the Government Standard Assessment Procedure.

This completion certificate imposes the following continuing requirements, made under section 22 of the Act, Continuing requirements

Signed -

Dated -

relevant person/duly authorised agent on behalf of relevant person*

*Delete as appropriate

WARNING

This certificate does not permit the occupation or use of a building following construction or conversion. It is an offence to occupy or use such a building until a 'notice of acceptance of a completion certificate' is obtained except where this is for the purpose of the construction or conversion of the building. Note that temporary permission may be obtainable from a verifier, and note that the restriction on occupation or use does not apply to alterations.

If any person submits a completion certificate containing a statement which that person knows to be false or misleading in a material particular or recklessly submits a completion certificate containing a statement which is false or misleading in a material particular the person will be guilty of an offence and liable on summary conviction to a fine not exceeding level 5 on the standard scale.

NOTES:

1. The name and address of the owner is required as the procedure regulations require the owner to be informed if a completion certificate is rejected.
2. The procedure regulations provide for matters which would raise security concerns to be excluded from inspection, or from copying unless the owner has given consent in writing. Details of residential buildings generally will be available only to interested parties, defined as the owner, occupier, tenant or prospective tenant.
3. A submission for work which should have had a building warrant must be accompanied by the plans, specifications and other information that would have accompanied an application for a building warrant. A fee, equal to that for a late submission of an application for building warrant, is also required. Note that the building regulations which apply are those in force at the time of submission of this certificate

ADDRESS TO WHICH YOU SHOULD SEND THIS SUBMISSION

The completed form should be signed and dated, and delivered to the appropriate Area Planning and Building Standards Office at one of the addresses given below, together with copies of all plans and the appropriate fee

CAITHNESS planning.caithness@highland.gov.uk	Market Square Wick KW1 4AB	T 01955 607751 F 01955 606924
SUTHERLAND planning.sutherland@highland.gov.uk	Drummuie Golspie KW10 6TA	T 01408 635352 F 01408 634041
ROSS AND CROMARTY planning.rossandcromarty@highland.gov.uk	84 High Street Dingwall IV15 9JB	T 01349 868600 F 01349 864675
INVERNESS AND NAIRN planning.inverness@highland.gov.uk	2nd Floor Kintail House Beechwood Business Park Inverness IV2 3BB	T 01463 255200
BADENOCH AND STRATHSPEY planning.badenoch@highland.gov.uk	100 High Street Kingussie PH21 1HY	T 01540 661700 F 01540 661001
LOCHABER planning.lochaber@highland.gov.uk	Fulton House Gordon Square Fort William PH33 6XY	T 01397 707015 F 01397 707022
SKYE AND LOCHALSH skye.planning@highland.gov.uk	King's House The Green Portree Isle of Skye IV51 9BS	T 01478 612412 F 01478 613518