

Building Regularisation Certificate Application Form (England)

The Building Act 1984, The Building Safety Act 2022, The Building Regulations 2010 (as amended).

Information required by a person applying for a regularisation certificate for building work to be provided as far as is reasonably practicable (England)

Where a local authority receives an application in accordance [Regulation 18](#), they may require the applicant to take such reasonable steps as the authority think appropriate to ascertain what work, if any, is required to secure that the relevant requirements are met.

1	Client Details			
	Title:(Mr/Mrs/Miss)		Forenames:	Surname:
	Address:			
	Postcode:		Tel:	Email:
	Declaration: I confirm that to the best of my knowledge the work complies with all applicable requirements of the building regulations.			
	Signature of Client:		Date:	

2	Agent Details (where different from Client)			
	Title:(Mr/Mrs/Miss)		Forenames:	Surname:
	Address:			
	Postcode:		Tel:	Email:

3	Principal contractor/Sole contractor details**			
	Title:(Mr/Mrs/Miss)		Forenames:	Surname:
	Address:			
	Postcode:		Tel:	Email:
	Declaration: I confirm that I have fulfilled my duties as a principal contractor (or sole contractor) under Part 2A (dutyholders and competence) of these Regulations.			
	Signature of Principal contractor (or sole contractor)		Date:	
		Date of Appointment:		

4	Principal designer/Sole or lead designer details**			
	Title:(Mr/Mrs/Miss)		Forenames:	Surname:
	Address:			
	Postcode:		Tel:	Email:
	Declaration: I confirm that I have fulfilled my duties as a principal designer (or sole designer) under Part 2A (dutyholders and competence) of these Regulations.			
	Signature of Principal designer/Sole or lead designer:			Date:
				Date of Appointment:

5	Location of site to which the work relates	
	Address:	
	Postcode:	

6	Description of unauthorised works: how many storey/s dwellings)

7	Intended use of building

8	Declaration		
	This application is made in relation to the building work etc., as described above. It is submitted in accordance with Regulation 18 and is accompanied by the appropriate charge.		
	<i>I / we apply for a Regularisation Certification as described on this form and as detailed on any supplementary documents.</i>		
	Signature of Client:		Date:
Signature of Agent (on behalf of the Client):		Date:	

****If more than one dutyholder appointment is made, details and confirmation is required for each duty holder appointed by the client. Add additional contacts and statements as required. This form cannot be used for building regularisation certificate applications for higher-risk building work or stage of higher-risk building work or for work to existing higher-risk buildings. Applications for building work to higher-risk buildings can be made [here](#).**