

Application Form

Please complete and return to:
MC Plan and Site Services Ltd



Independent Building Control Consultancy

“Client” means the individual, partnership or company engaging the professional services of the Approved Inspector.	
1. Who is filling in the application	Client <input type="checkbox"/> Agent <input type="checkbox"/> Contractor <input type="checkbox"/>
2. Name & Address of Client	Name <input type="text"/> Phone No <input type="text"/>
	No/Street <input type="text"/>
	Town County <input type="text"/> Postcode <input type="text"/>
Clients email address <input type="text"/>	
3. Site Address	Unit Name <input type="text"/>
	No/Street <input type="text"/>
	Town County <input type="text"/> Postcode <input type="text"/>
Clients email address <input type="text"/>	
Contractor	Name <input type="text"/> Phone No <input type="text"/>
	No/Street <input type="text"/>
	Town County <input type="text"/> Postcode <input type="text"/>
Contractors email address <input type="text"/>	
4. Architect	Name <input type="text"/> Phone No <input type="text"/>
	No/Street <input type="text"/>
	Town County <input type="text"/> Postcode <input type="text"/>
Architects email address <input type="text"/>	
5. Plan Submission Options	By Post <input type="checkbox"/> By Email <input type="checkbox"/>
6. Who is responsible for the payment of invoice?	Client <input type="checkbox"/> Agent <input type="checkbox"/> Contractor <input type="checkbox"/>
7. Description of the work:	
Please indicate who the New Home Warranty Provider is- <input type="text"/> If no warranty has been provided please indicate if required Yes <input type="checkbox"/> No <input type="checkbox"/>	
8. Local Authority	<input type="text"/>
9. Are there any Enactments Applicable	Yes <input type="checkbox"/> No <input type="checkbox"/>
10. Will there be a drainage connection to a public sewer?	Yes <input type="checkbox"/> No <input type="checkbox"/>
11. Are Building Regulations / Construction Drawings being Provided	Yes <input type="checkbox"/> No <input type="checkbox"/>
12. Foul or Surface water to Public Sewer	Yes <input type="checkbox"/> No <input type="checkbox"/> (Please indicate on the 1:1250 location plan the positioning of the Foul Surface Water)
13. Site Plan 1:1250 enclosed with application	Yes <input type="checkbox"/> No <input type="checkbox"/>
14. New Buildings & Extensions	
'New Build' dwelling or 'New Building' to contain one or more dwellings, In the case of the erection of a dwelling, or erection of a building that is to contain one or more dwellings please check the relevant paragraph relating to Part R of the requirements and provide a suitable statement on the proposed 'connectivity plan' where necessary:	
1. A statement is necessary giving details of any public electronic communications network in relation to which a connection is to be provided. Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	
2. If an exemption in regulations 44ZB of the Building Regulations 2010 is proposed to be relied on, a statement giving details in support of the exemption should be provided. Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	
3. If regulation 44ZC of the Building Regulations 2010 is proposed to be relied on, a statement should be provided giving details of the matters mentioned in regulation 44ZC(6)(a) and (b) of those Regulations and, if paragraph RA1(1)(c)(i) or (ii) of Schedule 1 to those Regulations is also proposed to be relied on, evidence of the steps taken to establish whether, and if so where, a distribution point for a gigabit-capable public electronic communications network (as defined by regulation 44C of those Regulations) is likely to be installed, in a location relevant for the purposes of paragraph RA(1c) of that Schedule, within the period of two years beginning with the day on which the notice is given. Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	
4. None of the above is relevant to the project. Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	
Where 1, 2 or 3 apply please provide a statement covering the connectivity plans for development detailing provisions.	

15. Planning Approval

Do you have Planning Approval. Yes No N/A Planning Reference.....

Do any of the following optional regulations apply?

2015 G2 Water Efficiency 110L/pld Yes No

2015 M4 Category 2: Accessible and adaptable building Yes No

2015 Category 3: Wheelchair user dwelling Yes No

Fee Quotation

Fees quotations are based upon estimated cost of works (or the floor area in respect of domestic extensions). All fees are charged in accordance with the standard terms and conditions laid out by MC Plan and Site Services Ltd, available from our website at www.mcplanandsiteservices.co.uk.

In order to validate an application with the relevant Local Authority, a non refundable 'plan examination' payment fee equal to 25% of the total fee quotation will be required at the application stage of the process. This must be received 'within five working days' of any works commencing. The remaining 75% of the fee quotation balance will be due on commencement of site works.

16. Preferred Payment Method	Debit/Credit Card <input type="checkbox"/>	Bank Transfer <input type="checkbox"/>	Cheque <input type="checkbox"/>
17. Payment Amounts (Excluding VAT)	Administration Fee <input type="checkbox"/>	Inspection Fee <input type="checkbox"/>	Total agreed fee <input type="checkbox"/>

Application fees can be paid online, faster payment, (Company sort code: 20-68-79: Account number: 53121852), cheque, PayPal and by Worldpay payment service using a credit/debit card.

TERMS & CONDITIONS AGREEMENT

18. Submitting this application form I accept the **Terms and Conditions** of business and authorise **MC Plan and Site Services Ltd** to act in the capacity as a Corporate Approved Inspector, licensed by the Construction Industry Council.

19. I hereby authorise **MC Plan and Site Services Ltd** to sign the Initial Notice on behalf of the client in relation to this application. By signing this application form I accept the requirements and will ensure a housing warranty will be in place upon commencement of works in respect of any new housing.

Signed Dated.....

19. I hereby authorise **MC Plan and Site Services Ltd** to sign the Initial Notice on behalf of the client in relation to this application. By signing this application form I accept the requirements and will ensure a housing warranty will be in place upon commencement of works in respect of any new housing.

Signed Dated.....

20. Where did you hear about us?	Email <input type="checkbox"/>	Telephone <input type="checkbox"/>	Planning Portals <input type="checkbox"/>	Free Quotes <input type="checkbox"/>
	Google Ads <input type="checkbox"/>	Site Boards <input type="checkbox"/>	Word of Mouth <input type="checkbox"/>	Magazine <input type="checkbox"/>

