



Gwasanaeth Rheolaeth Adeiladu / Building Control Service



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Building Regulations Building Notice Form (Wales) for non-higher-risk building work

The Building Act 1984, The Building Safety Act 2022, The Building Regulations 2010, The Building Safety (Description of Higher-Risk Building) (Design and Construction Phase) (Wales) Regulations 2023

1. Applicant Details (person intending to carry out the work)

Full Name	
Address	
Post Code	
Phone	
E-mail	

2. Client Details (Owner of the property if different from the applicant)

Full Name	
Address	
Post Code	
Phone	
E-mail	

3. Agent Details (where different from the applicant)

Full Name	
Address	
Post Code	
Phone	
E-mail	

4. Principal Contractor / Sole Contractor Details (where known)

Full Name	
Address	
Post Code	
Phone	
E-mail	

5. Location of site to which the building work relates

Address	
Post Code	

6. Proposed Works (append additional information where necessary)

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7. Intended use of the building

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8. Application Fee

Please refer to the guidance and separate Fee Tables (A, B & C) - Link to [Fee Tables](#)

Table A (Page 5)

Please state number of new dwellings	
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Table B (Page 6)

Please state floor area (m2)	
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Table C (Page 7)

Please state estimated cost of works excluding VAT :	£
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Quotation

<i>Please attach agreed / accepted quotation</i>
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Applicable charge for Full plans Application	Net £	VAT £	Gross £
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Please note that registration of the application can only be completed following the correct payment received and processed.

Please refer to Fee Table Page 2 for payment details [Fee Tables](#)

9. Declaration

This application is deposited in relation to the building work etc., as described above. It is submitted in accordance with Regulation 12(2)(a) and is accompanied by the appropriate charge.

I / we apply for Building Notice Acceptance as described on this form and as detailed on any supplementary documents

Signature	
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On behalf of (insert applicant's name where the declaration is made by an agent)

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Date	
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The use of a building notice to inform the building control authority of building work etc., is restricted to certain building types. Additional information will also be required to accompany your building notice depending upon the work proposed. Further information can be found in the attached notes and checklist. This form cannot be used for building control approval applications for higher-risk building work or stage of higher-risk building work or for work to existing higher-risk buildings

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