



BUILDING CONTROL SERVICE

PRE-APPLICATION FORM

Thanet Council Offices, P.O. Box 9,
Cecil Street, Margate, Kent CT9 1XZ.
Telephone: 01843 577522
E-mail: building.control@thanet.gov.uk
www.thanet.gov.uk

Please complete all relevant fields below

1 Applicant's details
Name: (Mr/Mrs/Ms): _____ Initial: _____ Surname: _____
Address: _____
Postcode: _____ Tel: _____ Email: _____

2 Agent's details
Name: (Mr/Mrs/Ms): _____ Initial: _____ Surname: _____
Address: _____
Postcode: _____ Tel: _____ Email: _____

3 Location of building to which advice relates
Address: _____
Postcode: _____ Tel: _____

4 Details of advice required
Description: _____

5 Use of building
1. Please state the use of the building: (e.g. Dwelling) _____
2. Indicate if the building is a workplace that will be subject to the provisions of the
Regulatory Reform (Fire Safety) Order 2005 _____ YES / NO

6 An invoice for £140.00inc will be emailed shortly after receipt of this form. Please indicate below if it should be sent to the Applicant or Agent
Note: Cancellation will incur a minimum fee of £35.00 for administration and officer time.

7 Information:
A - Please be aware it may be necessary to expose the existing works for inspection
B - Please submit any existing plans or details as this will help with any advice given.
C - All information viewed on site or supplied will be recorded and and may be subject to land registry searches in the future.

8 Statement
Name: _____ Signature: _____ Date: _____

