



Reversion Application

Application Number :

If the form is unfamiliar please read the notes which follow or consult STG.
Please type or use block capitals.

1 Applicant's details (see note 1)

Name: Mr / Mrs / Ms / Other Initial: Surname:

Address:

Postcode: Tel: Fax: e-mail:

2 Agent's details (if applicable)

Name:

Address:

Postcode: Tel: Fax: e-mail:

3 Location of building to which work relates (If different to 1 above)

Address:

Postcode: Tel: Fax: e-mail:

4 Description of work

Description:

5 Use of building and relevant details

1. What is the present use? What was the previous use?
2. Is the building to be put, or intended to be put, to a use which is designated as a relevant building for the purpose of the Regulatory Reform (Fire Safety) Order 2005 (see note 6)? YES NO
3. Date work was carried out (if not known give approximate date):

6 Reversion fee payable (see Guidance Note of Fees for information)

N.B. Fees are dependant on the type of work undertaken and are based on tables A, B or C or estimated cost of the work carried out under table D.

Reversion fee £ Estimate enclosed YES NO
(Cheques to be made payable to STG Building Control Partnership)

7 Additional Information: (See note 8)

Electrics: The works include an electrical installation to which part P applies YES NO
If yes, I / we enclose a periodic inspection report for the electrical installation YES NO

Statement

I hereby apply for a Reversion Certificate in accordance with Regulation 12 (2a) (2b) as appropriate and understand that any work as instructed by the STG Building Control Surveyor will have to be laid open for inspection in order to ascertain compliance. Any contraventions of the Building Regulations detected will be rectified at my expense.

I enclose the appropriate plans and details together with the fee (see notes 2,3 and 4).

Name:

Signature:

Date:

Notes

1. The applicant is the owner of the building.
 2. As far as is reasonably practicable, a plan of the work should accompany the application, plus details of any additional work that is required to secure compliance with the regulations. Please contact the Building Control Officer to confirm what particular details may be necessary in your application. Works such as an extension, loft conversion or any work to a commercial property will always require a plan.
 3. The guidance note on fees prescribes the standard fee payable. This covers
 4. Completion of this form and acceptance of the reversion fee shall not be deemed acceptance by the Partnership that the work is capable of being altered to achieve compliance with the Building Regulations. Neither does it imply that a Reversion Certificate will be issued.
 5. The Partnership may require the owner to take reasonable steps, including laying open the work for inspection by the authority, making tests and taking samples, as the Partnership thinks appropriate to ascertain what work, if any, is required to secure the relevant requirements are met.
 6. This application must be signed by the owner of the work.
 7. Premises currently designated as a “relevant building” are ones to which the Regulatory Reform (Fire Safety) Order 2005 applies or will apply after completion of the work. It includes both non-domestic buildings, common parts of blocks of flats and workplaces

As consultation with the Fire Service will be required, three copies of the relevant plans must be submitted.
 8. These notes are for guidance only, particulars regarding reversion of building work are contained in Regulation 12 of the Building Regulations 2010.
 9. **PERSONS REVERTING BUILDING WORK, OR A MATERIAL CHANGE OF USE OF A BUILDING ARE REMINDED THAT PERMISSION MAY BE REQUIRED UNDER THE TOWN AND COUNTRY PLANNING ACTS.**
 10. Further information and advice concerning the Building Regulations can be obtained from **STG** Building Control and planning matters may be obtained from your Local Authority.
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