



## CON 29R Enquiries from 6<sup>th</sup> April 2009

The following procedure relates to CON29R enquiries in respect of questions 1.1(f), (g), (h), 3.7(a) & 3.8.

- ❖ CNC require requests to be submitted either by email, post or DX, preferably using the attached form. Please tick or cross each question which you would like answered.
- ❖ When submitting enquiries an Ordnance Survey Plan **must** be supplied, with the property clearly outlined and hatched.
- ❖ We will need payment by cheque (made payable to CNC Building Control), or by debit / credit card, prior to return of the information.
- ❖ The results can either be picked up at the CNC offices or sent to you by email, post or DX.
- ❖ CNC will endeavour to reply within 3 working days, however this turnaround time maybe delayed if there is a high volume of searches.
- ❖ Please send your enquiry by one of the following methods:

**By Post**                      CNC Building Control, Thorpe Lodge, 1 Yarmouth Road,  
Norwich, NR7 0DU

**By DX**                         134740 Norwich 4 (CNC)

**By Email**                    [searches@cncbuildingcontrol.gov.uk](mailto:searches@cncbuildingcontrol.gov.uk)

The charge for answering CON 29R questions as listed on the attached enquiries form is £9.00, as at 1 April 2009. This charge is liable to change from time to time.

If you have any questions in respect of personal searches please call us on 01603 430100 or email [searches@cncbuildingcontrol.gov.uk](mailto:searches@cncbuildingcontrol.gov.uk)



Thorpe Lodge, 1 Yarmouth Road, Norwich NR7 0DU  
T: 01603 430100 F: 01603 430541  
E: [enquiries@cncbuildingcontrol.gov.uk](mailto:enquiries@cncbuildingcontrol.gov.uk)  
W: [www.cncbuildingcontrol.gov.uk](http://www.cncbuildingcontrol.gov.uk)



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