**Notification of change of duty holder - Client**

**Building Regulations 2010 (as amended).**

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| **Application Reference:** |  |
| **Site Address:** |  |

Where building work is proposed to be or is being carried out any time after an application for building control approval with full plans is made or a building notice is given, the client for a project changes the new client must give a notice to the local authority within 14 calendar days of the date when the person became the new client. Requirements of duty holders and their competence can be found in [Part 2A of the Building Regulations 2010 (as amended)](https://www.legislation.gov.uk/uksi/2010/2214/part/2A)

|  |  |
| --- | --- |
| Name of the new client |  |
| Address of the new client |  |
| Telephone number of the new client |  |
| Email address of the client (if available) |  |
| Date they became the client |  |

|  |  |
| --- | --- |
| Name of the previous client |  |
| Address of the previous client |  |
| Telephone number of previous client |  |
| Email address of the previous client (if available) |  |
| Date they ceased to be the client |  |

***Where this notice is given by someone on behalf of the new client the following***

***statement must be confirmed by the new client.***

I agree to the notice being made and that the information contained in the notice is correct.

|  |  |
| --- | --- |
| Signature of the new client: |  |
| Date: |  |

**Please email this form to** **enquiries@cncbuildingcontrol.gov.uk**