**Notice of Commencement by a person carrying out building work**

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

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| **Application Number:** |  |
| **Site Address:** |  |

A person who is required by [Regulation 12](https://www.legislation.gov.uk/uksi/2010/2214/regulation/12) to give a building notice or an application for building control approval with full plans for carrying out building work shall, not more than five days after that work has been commenced (as defined in Regulation 46A), give the local authority a notice which complies with [Regulation 16 Paragraph (3C)](https://www.legislation.gov.uk/uksi/2010/2214/regulation/16) as set out below.

Please note, if the work has not reached this stage within 3 years, then it will be deemed ‘out of time’ and a new application and fee will be required.

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| A commencement inspection is requested on |  |

I confirm that in respect of the work referred to in our building notice/application for building approval with full plans work is considered as commenced and:

* Where the work consists of the construction of a complex building, work is to be regarded as commenced in relation to that building or the first stage of building work for that building when the foundations supporting the building and the structure of the lowest floor level of that building (but not the other buildings or structures to be supported by those foundations) are completed. \*
* Where the work consists of the construction of a building or horizontal extension of a building, work is to be regarded as commenced when the sub-surface structure of the building or the extension including all foundations, any basement level (if any) and the structure of ground floor level is completed. \*
* Where the work consists of any other building work then work is to be regarded as commenced where a statement under [Regulation 14 (1)(f)(vii)](https://www.legislation.gov.uk/uksi/2010/2214/regulation/14) sets outs details of the work which the client considers amounts to 15% of the proposed work, when the work detailed in the statement is completed. \*

(\*Delete as applicable)

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| Name of the client |  |
| Address of the client |  |
| Telephone number of the client |  |
| Email address of the client (if available) |  |
| Signature of client |  |
| Date |  |

**Please email this form to** [**enquiries@cncbuildingcontrol.gov.uk**](mailto:enquiries@cncbuildingcontrol.gov.uk)