

### **Notice of Completion by a Person Carrying out Building Work**

Building Regulations 2010 (as amended) Regulation 16 'Notices in relation to building work' Regulation 16 (4) "A person carrying out building work shall, not more than five days after that work is completed, give the relevant authority a [completion] notice".

**Declaration** that the building work mentioned below is complete and complies with all the applicable requirements of the building regulations.

<b>Details of Building Work in Progress</b>	
Application Reference	
Site Address	
Description of Work	
Date of Completion	

<b>Client Details</b>	
Name	
Address	
Telephone	
Email	
<b>Declaration - To the best of my knowledge, I confirm that the building work (to which the details above relate) is complete and complies with all the applicable requirements of the building regulations.</b>	
Client Signature	
Date of Signature	

<b>Principal (or sole) Contractor Details</b>	
Name	
Address	
Telephone	
Email	
<b>Declaration - I declare that I have fulfilled my duties as a principal contractor under Part 2A (duty holders and competence) of the Building Regulations 2010 (as amended)</b>	
Contractor Signature	
Date of Appointment	
Date of Signature	

<b>Principal (or sole) Designer Details</b>	
Name	
Address	
Telephone	
Email	
<b>Declaration - I declare that I have fulfilled my duties as a principal designer under Part 2A (duty holders and competence) of the Building Regulations 2010 (as amended)</b>	
Designer Signature	
Date of Appointment	
Date of Signature	