

## Application for a Regularisation Certificate

Building Control Acts 1990 and 2007

### Building Control Authority


### OFFICE USE ONLY

Date received
Register Ref.
Entered on
Entered by
Fee received

Application is hereby made under Part IIIA of the Building Control Regulations 1997 to 2009 for a Regularisation Certificate in respect of the works or building to which the accompanying drawings apply.

### 1 Applicant: Owner/Leaseholder (delete as appropriate)

Full name
Address
Signature
Tel No.
Date

### Owner of works or building (if different to above)

Name
Address

### 2 Location of works or building


### 3 Classification of works or building (please tick appropriate box)

	Yes	No
Construction of a new building	<input type="checkbox"/>	<input type="checkbox"/>
Material alteration	<input type="checkbox"/>	<input type="checkbox"/>
Material change of use	<input type="checkbox"/>	<input type="checkbox"/>
Extension to a building	<input type="checkbox"/>	<input type="checkbox"/>

**4 Description of works or building**


**5 Where a change of use applies**

(a) Existing use

--

(b) New use

--

**6 Works involving the construction of a new building, or a building the material use of which is being changed**

(a) Number of basement storeys

--

(b) Number of storeys above ground level

--

(c) Height of top floor above ground level

	(metres)
--	----------

(d) Floor area of building

	(sq. metres)
--	--------------

(e) Total area of ground floor

	(sq. metres)
--	--------------

**7 Works involving an extension or the material alteration of a building**

Floor area of extension

	(sq. metres)
--	--------------

Floor area of material extension

	(sq. metres)
--	--------------

**8 Has planning permission been applied for and granted for works or building?**

Date planning permission was granted

--

Planning Permission No.

--

**9 Date construction started**

--

Is construction of the building completed?

--

--

Date of completion

--

Is the building occupied or operational?

--

--

Is the building still under construction?

--

--

--

Have any modifications to the original design been made during construction?

--

--

If yes, was planning permission sought (if necessary) for the modifications?

--

--

**10 Amount of Fee (accompanying this application)**

€

--

**Note**

1 This application form for a Regularisation Certificate must be accompanied by a Statutory Declaration.

2 This application form must be accompanied by a complete and certified set of drawings for the works or building as commenced or constructed.

## Regularisation Certificate Statutory Declaration

Building Control Acts 1990 and 2007

**Building Control Authority**

OFFICE USE ONLY


Register Ref.
---------------

I/We
------

do solemnly and sincerely declare that the drawings, documents and information supplied in relation to the attached application for a Regularisation Certificate for the building as constructed or in respect of works already carried out to date.


pursuant to Article 20C of the Building Control Regulations 1997 to 2009 are true and accurate and that the works comply fully with Part B (Fire Safety) of the Second Schedule to the Building Regulations.

I/We solemnly declare to agree to inspection of the works/building by the Building Control Authority in carrying out its functions under the Act.

I/We solemnly declare to abide by any conditions, including conditions to carry out additional work considered appropriate by the Building Control Authority necessary to enable the authority to issue a Regularisation Certificate.

I/We accept that where the conditions attached to the Regularisation Certificate are not fully complied with to the satisfaction of the Building Control Authority within a period of 4 months from the date of issue of the Regularisation Certificate, the Certificate shall not have effect

Signed	Date
--------	------

**Signed in the presence of Commissioner of Oaths**

Name
------

Address

Signature
-----------

Commissioner of Oaths

**Warning** It is an offence for a person to knowingly or recklessly make a Statutory Declaration that is false or misleading in a material respect.