

**Building Control Acts 1990 and 2007
Application for a Regularisation Certificate**

OFFICIAL USE	
Date Received _____	Entered by _____
Register Ref. _____	Fee Received _____
Entered on _____	

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: _____

TELEPHONE No.: _____ DATE: _____

Owner of works or building (if different to above): _____

2. Location of works or building: _____

3. Classification of works or building

Construction of new building	YES	NO
Material alteration	YES	NO
Material change of use	YES	NO
Extension to a building	YES	NO

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 alteration _____ (sq. metres)

8. Planning Permission for the works or building in question:

Date Planning Permission was granted: _____ Planning Reference No.: _____

9. Date construction started:

- Is construction of the building completed?: YES NO
Date of completion: _____
Is the building occupied or operational?: YES NO
Is the building still under construction?: 25% 50% 75%
Have any modifications to the original design been made during construction?: YES NO
If yes, was planning permission sought (if necessary) for the modifications?: YES NO

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.