



Appointment of Contractor Form

Building Regulations 2010 (as amended)

When your application for Full Plans approval was submitted, if the contractor details were not known, please use this form to advise us of your Principal or Sole Contractor. Please complete and return to us at buildingcontrol@guildford.gov.uk

Location:

Project:

Building Control Reference Number if known:

Existing client details

Client name:

Client address:

Client e-mail:

Client tel no.:

I confirm that I have appointed the following person or company as Principal or Sole contractor.

Principal or Sole Contractor details

Name:

Company name if applicable:

Address:

E-mail:

Tel no:

Date of appointment:

Correspondence address

Guildford Borough Council, Building Control, Millmead House, Millmead, Guildford, GU2 4BB

Telephone: 01483 444000 Email: buildingcontrol@guildford.gov.uk www.guildford.gov.uk/buildingcontrol



GUILDFORD
BOROUGH



Cert No. FS 776322
ISO 9001

Privacy Statement

The information you provide on this form will be used only for the purposes of the work in connection with your building control application in processing and assessing your project for compliance with the Building Regulations 2010 (as amended) in line with our statutory duty.

Your personal information will be processed in line with Data Protection legislation. It will not be disclosed to third parties for marketing purposes, but may be lawfully shared with certain third parties (consultant structural engineers, electrical engineers and heat producing appliance engineers) for the purposes of assessing compliance under the Building Regulations.

If you believe the data we process on you is incorrect you may request to see this information and, if necessary have it corrected or deleted. If you wish to raise a complaint you can contact our Data Protection Officer at the address below.

If you believe we are not processing your data lawfully you can complain to the Information Commissioner's Office (<https://ico.org.uk/>).

Further details are available on our website - <https://www.guildford.gov.uk/dataprotection>, or from the Information Rights Officer, Guildford Borough Council, Millmead, Guildford, GU2 4BB (email: iro@guildford.gov.uk)