

# Notice of Completion

Building Regulations 2010 (as amended).

A person who is required by [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 completed, give the local authority a notice which complies with [Regulation 16 paragraph \(4A\)](#) as set out below. Requirements of duty holders and their competence can be found in [Part 2A of the Building Regulations 2010 \(as amended\)](#).

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Location of the building work.....  
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Building Regulation Application Number.....

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The building work referred to in our building notice / full plans application \* is complete  
\*delete as appropriate.

**Client**

Name.....

Address.....

Telephone .....

Email.....

*I confirm that to the best of my knowledge the work complies with all applicable requirements of the building regulations.*

Signature of client.....Date .....

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**Principal Contractor (or Sole Contractor)**

Name.....

Address.....

Telephone .....

Email.....

Date of appointment.....

*I confirm that I have fulfilled my duties as a principal contractor (or sole contractor) under [Part 2A \(duty holders and competence\) of these Regulations](#).*

Signature of Principal or Sole Contractor .....

Date.....

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**Principal Designer (or Sole Designer)**

Name.....

Address.....

Telephone .....

Email.....

Date of appointment.....

*I confirm that I have fulfilled my duties as a principal designer (or sole designer) under [Part 2A \(duty holders and competence\) of these Regulations](#)*

Signature of Principal or Sole Designer .....

Date.....

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**Please email this completed form to**

**[Buildingcontrol@bromley.gov.uk](mailto:Buildingcontrol@bromley.gov.uk)**



**Housing, Planning & Regeneration**  
Civic Centre, Stockwell Close, Bromley, BR1 3UH  
Telephone: 020 8313 4313