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Our ref: BRC/12
Your ref:

Dear

**Charges for Provision of Building Regulation Decision Notices,
Completion Certificates and Letters of Comfort**

Please note as from 1 April 2007 our standard fees for the provision of certain Building Control information will alter as follows:

- 1 Where a Building Regulation reference number has been provided, the charge will be £10.00 + VAT (£11.75) for a copy of the decision notice (if applicable) and the completion certificate (if issued) for that file.
- 2 Where a Building Regulation reference number has **not** been provided, the charge will be £45.00 + VAT (£52.85) for a copy of all the decision notices (if applicable) and completion certificates (if issued) for the one property.
- 3 For a 'letter of comfort' for building works carried out without the benefit of Building Regulations Approval, £30.00 + VAT (£35.25).

All requests for Building Regulations information should be addresses direct to the Building Control section.

Yours faithfully

