**FORM LCX**

Ref No ………………….

Fee Paid ……………….

**FALKIRK COUNCIL**

PLACE SERVICES BUILDING STANDARDS

**REQUEST FOR EXEMPT WORKS INSPECTION REPORT**

**WITH RESPECT TO BUILDING WORKS THAT ARE EXEMPT FROM BUILDING WARRANT APPROVAL**

## APPLICANT 2. OWNER

### Name: ………………………………………. Name: ……………………………………….

### Address: …………………………………….. Address: ……………………………………..

 …………………………………….. ……………………………………..

Contact Tel. No. ……………………………. Contact Tel. No. …………………………….

e-mail address …………………………..…. e-mail address …………………………..….

**3. AGENT**

### Name: ……………………………………….…………………………………………………….

### Address: ……………………………………..…………………………………………………….

### Post Code ……………………………………..…………………………………………………..

Tel. No. …………………………….………………………………………………………………

Fax No. ………………..…………………………………………………………………………..

e-mail address …………………………..………………………………………………………..

**4. ADDRESS OF PREMISES** (including flat position where applicable)

 Address .………………………………………………………………………………………….

 Post Code ………………………………………………………………………………………..

**5. DETAIL AND NATURE OF WORKS COMPLETED** (only works listed will be inspected)

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……………………………………………………………………………………………………..

**6. DATE WORKS COMPLETED** ………………………………../……………./………………….

(if an accurate date is unknown, please estimate)

**DECLARATION**

I/We request the Local Authority to inspect the works at the above address, and satisfy themselves that the work has been carried out in a way that ensures the health and safety of the occupiers.

I/We agree to expose any necessary elements of the works for inspection.

I/We agree that if any information provided to us is found to be false, any letter issued will be rendered void.

**Signed** (Applicant/Agent) ………………………………. Date …………/……………/…………….

NOTES

1. An inspection of the works may result in statutory action being taken.

2. Remedial works may require to be undertaken by the applicant prior to confirmation that statutory action will not be taken.

3. The estimated Cost of Works may be challenged. Additional visits if required may incur separate/additional fees.

4. The extent of the works may require drawings to be submitted and processed at the applicant’s expense.

**OFFICE USE ONLY**

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| --- | --- |
| Acc…………………. Bss………………………Date Allocated……. /……. /…….Works Completed On: ………. /………/…….. Description Of Works:……………………………………………………………………………………………………………………………………………………………………… Status: ……. /……/…../…../…../….. | RECEIPT DETAILS |

**INSPECTION**

|  |  |
| --- | --- |
| Inspection Date | Details |
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**OBJECTIONS**

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| --- | --- | --- | --- |
| Ref. | Obj. | Details | Date Cleared |
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### All works completed ……………………………….. Date ………………

**Fee applicable is £121.00**

Completed application forms should e-mailed along with layout plans highlighting the exempt works, to: buildingstandards@falkirk.gov.uk

Payment can be made online at [Planning & Building Standards Payments](https://www.falkirk.gov.uk/do-it-today/pay/planning-building.aspx)

April 2024