

TO BE HAND DELIVERED (IN DUPLICATE) AT THE PLANNING COUNTER (MHILT)
NOTICE OF COMMENCEMENT

Plan No. DC/CERT Date of this noticeto
Chief Planning Officer: I/We hereby give you notice that I/We intend commencing the (description of
building operations) situated at
..... on the day of 20.....in
accordance with the Town and Country Planning (Building) Regulations 1975, and Plan approved by the
Town and Country Planning Authority.

Name of Contractor/Builder Address Tel No:

Name of Applicant/Owner..... AddressTel No:

ENDORSEMENT BY ENGINEER: NAME /SURNAME:..... DATE:.....

IMPORTANT – CONTRACTORS/BUILDERS MUST SUBMIT A COPY OF HIS/HER LICENCE & A COPY OF PF4 FORM AND APPROVAL LETTER FOR STRUCTURAL DESIGN WHEN SUBMITTING THIS COMMENCEMENT NOTICE FORM.

ATTENTION IS DRAWN TO BUILDING REGULATIONS 4 AND 6

NOTE: This notice ceases to be valid after 15 days from date of submission, after which a fresh notice should be submitted before commencement of works.

..... Please tear off here

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DRAIN/SEWER/SEPTIC TANK/SOAKAWAY NOTICE

Plan No. DC/CERT Date of this noticeto Chief
Planning Officer: I/We hereby give you notice that the drains/sewer/septic tank/soakaway situated at

..... are/is ready for inspection.

ATTENTION IS DRAWN TO BUILDING REGULATIONS 4 AND 6

For official use only: Inspected & passed by

Date 20

..... Please tear off here

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TO BE HAND DELIVERED AT THE PLANNING COUNTER (M.N.D)
NOT LESS THAN 48 HOURS PRIOR TO COMMENCEMENT OF CONCRETING
NOTICE OF REINFORCEMENT

Plan No. DC/CERT Date of this noticeto
Chief Planning Officer: I/We hereby give you notice that reinforcement to concrete foundations/floor/slab/
Beam/column or roof slab to the works site is ready for inspection.

Name of Contractor/Builder Address Tel No:

Name of Applicant/Owner..... AddressTel No:

ENDORSEMENT BY ENGINEER: NAME /SURNAME:..... DATE:.....

NOTE: This notice ceases to be valid after 7 days from date of submission, after which a fresh notice should be submitted before concreting.

..... Please tear off here

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NOTICE OF COMPLETION

Plan No. DC/CERT Date of this notice.....to
Chief Planning Officer: I/We hereby give you notice that the (description building operations)
..... situated at..... has been completed
in accordance with the Town and Country Planning (Building) Regulations 1975, and the plans
Approved by the Town and Country Planning Authority and is/are now ready for inspection, use and occupation. In
accordance with the provisions of Regulation 4 sub-regulation 5 for written permission and authority for occupancy
and use is hereby requested from the Chief Planning Officer.

Name of Contractor/Builder Address Tel No:

Name of Applicant/Owner..... AddressTel No: