



**Building Standards Service**

**Building (Scotland) Act 2003**

**The Building (Procedure) (Scotland) Regulations 2004 - Section 58**

**BSP18: Application to view information held in part 2 of the Building Standards Register**

**Building Type: Any building (other than residential)**

I hereby request an opportunity to inspect the documents held by you and contained in Part 2 of the Building Standards Register.

**Applicant**

Name .....

Address .....

.....

.....

Post Code .....

Telephone Number .....

Email .....

**Owner (if different from applicant) (see note 1)**

Name .....

Address .....

.....

.....

Post Code .....

Telephone Number .....

Email .....

**Location of building**

Address .....

.....

.....

Post Code .....

Building Warrant Reference Number (if known) .....

Description of works .....

Specify information requested .....

.....

i.e. drawings, specifications, certificates, site investigation report or other documentation (see note 2):

Signed .....

Dated .....

**All sections must be completed and returned to:-**

East Ayrshire Council, Planning & Building Standards

The Opera House, 8 John Finnie Street, Kilmarnock, KA1 1DD

Telephone: 01563 576790      Email: [BuildingStandards@east-ayrshire.gov.uk](mailto:BuildingStandards@east-ayrshire.gov.uk)

**Notes:**

1. Documents will not be made available for inspection or copying unless an “interested party” makes the application. Interested party being an owner, occupier, tenant or prospective tenant.
2. On the payment of an appropriate fee and subject to any copyright restrictions copies of any documents contained in Part 2 of the Building Standards Register may be obtained from the verifier.