

**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 .....  
Tel No .....  
FAX No .....  
e-mail .....

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

Name .....  
Address .....  
Post Code .....  
Tel No .....  
FAX No .....  
e-mail .....

**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 & Economic Development  
The Johnnie Walker Bond, 15 Strand Street, Kilmarnock, KA1 1HU  
Tel : 01563 576790 Fax : 01563 554592 e-mail : [BuildingStandards@east-ayrshire.gov.uk](mailto:BuildingStandards@east-ayrshire.gov.uk)

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**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.