

**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	
e-mail	

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

Name	
Address	
Post Code	
Tel No	
e-mail	

**Location of building**

Address	
Post Code	

Building Warrant Reference Number (if known)	
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Description of works	
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Specify information requested:-	
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i.e. drawings, specifications, certificates, site investigation report or other documentation (see note 2):

Signed	
Dated	

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

e-mail : [BuildingStandards@east-ayrshire.gov.uk](mailto:BuildingStandards@east-ayrshire.gov.uk)

Post : East Ayrshire Council  
Building Standards  
Opera House 8 John Finnie Street  
Kilmarnock, KA1 1DD

**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.