

BUILDING STANDARDS SERVICE

East Ayrshire Council
Comhairle Siorrachd Àir an Ear

BSP9 – Application to search the Building Standards Register

This pro-forma should be completed to request that a search of the Building Standards Register be carried out and where approvals are identified copies of the Building Warrant and Completion Certificate are provided. The Applicant/Agent should complete all parts of the pro-forma below. Additional information may be requested, e.g. location plan where site is not based on a postal address.

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| 1) Property address referred to:- | |
| 2) Building Warrant Ref Number(s) (if known) | |
| 3) Description of works carried out:- | |
| 4) Date when works carried out :- | |
| 5) Full name and address of original/relevant applicant:- | |
| Telephone No:- | |
| Email:- | |
| 6) Full Name of Agent | |
| Telephone Number:- | |
| Email:- | |
| 7) | I/We the undersigned request that a search of the Building Standards Register be carried out at the above address and copies of the Building Warrant and Completion Certificate provided (where applicable). |
| 8) | Signed |
| | Dated |

NOTE

The Fee payable for this application is shown within [Payment of Building Warrant Fees \(Other Fees and Services\)](#), and can be made by calling 01563 576790 or visiting our [online payment facility](#) Note: from “all shops” select Building Standards

All sections of this form must be completed and returned to:-

e-mail : BuildingStandards@east-ayrshire.gov.uk

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