

## **STREET NAMING AND NUMBERING APPLICATION FORM**

<b>APPLICANT DETAILS</b>			
Applicant Name			
Applicant Address			
Applicant Tel. Number			
Applicant Email Address			
<b>PROPERTY / DEVELOPMENT DETAILS</b>			
Number of Plots to be addressed			
Expected Date of Occupancy			
Planning Permission Number			
Details of Properties Requiring Addressing, (i.e. <b>provide details of proposals, including details of properties to be demolished if relevant</b> ).			
Suggested name for Apartment Block Name(s) (if relevant). <b>These will be checked for suitability by SMBC.</b>			
Proposed New Road Names <b>(requires approval by Parish Council/Ward Members)</b>			
<b>SUPPORTING INFORMATION</b>			
<b>CHECKLIST</b>	<b>PLEASE TICK</b>	<b>FORMAT</b>	
Location Plan			
Site Layout Plan			
Apartment Floor Plans			
Location of letterboxes			
Parish Council / Ward Member approval (new road names)			
<b>PLEASE NOTE:</b> PLANS ARE PREFERRED IN ELECTRONIC FORMAT. SITE LAYOUT PLANS AND FLOOR LAYOUT PLANS WILL NEED TO <u>CLEARLY SHOW PLOT NUMBERS</u> AND ALSO <u>THE MAIN ENTRANCES TO ALL BUILDINGS</u> .			
<b>APPLICATION FEE: £205 (non-refundable) plus £68 per additional /unit/plot</b>			
			<b>PLEASE TICK</b>
<b>Application Fee Enclosed:</b>			
<b>Please note:</b> Applications will not be validated until the application Fee is received. On receipt of the completed application the fee will be checked alongside the application form and we will advise you of additional fees appropriate to the development. Details of current fees and further Street Naming and Numbering information can be found at: <a href="http://www.solihull.gov.uk/Resident/housing/houseroadrenaming">http://www.solihull.gov.uk/Resident/housing/houseroadrenaming</a>			
<b>OFFICE USE ONLY</b>			
Date Received		Date Approved	Ref

Please return completed applications to: **Street Naming & Numbering Council House, Manor Square, Solihull, B91 3QB.** Or via email at: [streetnaming&numbering@solihull.gov.uk](mailto:streetnaming&numbering@solihull.gov.uk)