

STREET NAMING AND NUMBERING APPLICATION FORM

APPLICANT DETAILS				
Applicant Name				
Applicant Address				
Applicant Tel. Number				
Applicant Email Address				
PROPERTY / DEVELOPMENT DETAILS				
Number of Plots to be addressed				
Expected Date of Occupancy				
Planning Permission Number				
Details of Properties Requiring Addressing, (i.e. provide details of proposals, including details of properties to be demolished if relevant).				
Suggested name for Apartment Block Name(s) (if relevant). These will be checked for suitability by SMBC.				
Proposed New Road Names (requires approval by Parish Council/Ward Members)				
SUPPORTING INFORMATION				
CHECKLIST	PLEASE TICK	FORMAT		
Location Plan				
Site Layout Plan				
Apartment Floor Plans				
Location of letterboxes				
Parish Council / Ward Member approval (new road names)				
PLEASE NOTE: 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> .				
APPLICATION FEE: £168 (non-refundable) plus £52 per additional /unit/plot				
				PLEASE TICK
Application Fee Enclosed:				
Please note: 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: http://www.solihull.gov.uk/Resident/housing/houseroadrenaming				
OFFICE USE ONLY				
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