Birmingham City Council

SECTION 39

WEST MIDLANDS COUNTY COUNCIL ACT 1980 – SECTION 39

To: Birmingham City Council – Notice of intended erection and use of a stand for the accommodation of more than 20 persons at:

Please note: This application incurs a fee which is commensurate with the City Council's required involvement.

1. SITE LOCATION

.....

..... POST CODE: .....

2. DESCRIPTION OF STRUCTURE TO BE ERECTED

.....

.....

(a) Number of persons to be accommodated ..... (b) Period for which structure is to remain erected .....

3. FULL NAME OF PERSON WHO IS TO ERECT THE STAND [CONTRACTOR]

APPLICANT'S CODE (if known) [ ]

NAME: .....

ADDRESS: .....

.....

.....

POST CODE: .....

TEL. NO: .....

FAX. NO: .....

EMAIL: .....

4. NAME AND ADDRESS OF PERSON SUBMITTING THIS NOTICE [IF DIFFERENT FROM (3)]

NAME: .....

ADDRESS: .....

.....

.....

POST CODE: .....

TEL. NO: .....

FAX. NO: .....

EMAIL: .....

5. DESIGNER

NAME: .....

ADDRESS: .....

..... POST CODE: .....

TEL. NO: ..... FAX NO: .....

6. ANTICIPATED START DATE _____ [commencement of erection].

7. PLANNING INFORMATION

You may be required to submit a prior notification to decide if Planning permission or a license is required for your proposals.

Have you checked whether Planning permission is required for the proposed work(s)?

a) Does the proposal require Planning Permission, or prior notification? Y/N

b) If YES, has Planning Permission been granted? Y/N PA ref. No. .....

Have you checked whether a Public Entertainment License is required for the proposal?

c) Does the proposal require a license? Y/N

d) If YES, has the license been given? Y/N

8. NAME OF OWNER/OCCUPIER OF ADJACENT BUILDING(S) ONLY. [Where applicable]

NAME:	NAME: .....
ADDRESS:	ADDRESS: .....
.....	.....
POST CODE:	POST CODE: .....

9. IN ACCORDANCE WITH THE REQUIREMENTS OF THE ACT PLEASE INDICATE BY TICKING BOXES. NOTIFICATION HAS BEEN SENT TO:-

i. Fire Authority ☐

TO BE COMPLETED IN ALL CASES

DECLARATION

I hereby deposit a Section 39 Notice in accordance with the requirements of the West Midlands County Council Act 1980.

The submission of a Section 39 Notice requires the Local Authority to assess the submitted proposal. The assessment incurs a fee depending on the City Council's involvement and will be based on the current hourly rate.

Please provide full contact details of where the invoice should be forwarded to:

Name: ..... Address: .....

..... Post Code .....

Tel. No: ..... Email Address : .....

Signed: ..... Date: .....

Print Name: .....

SITE SURVEYING ADMINISTRATION TEAM

TELEPHONE NUMBERS: 0121 675 7006 **FAX NUMBER**: 0121 303 3814

EMAIL ADDRESS: bcdsurveyingservices@acivico.co.uk

Web Address: www.acivico.co.uk/buildingconsultancy

ADDITIONAL NOTES

Note 1: This Notice should be submitted no later than 5 weeks prior to the intended start date.

Note 2: Should no notice be received from the Local Authority on the expiry of 5 weeks from submission of this Notice, the work(s) shall be deemed to be approved.

Note 3: This notice should be returned to:

Acivico (Building Consultancy) Ltd, Site Surveying, PO Box 2062, 3rd Floor,
1 Lancaster Circus Queensway, Birmingham B4 7DY

Note 4: Should you require assistance with regard to the completion of this Notice, please contact the Site Surveying Administration Team.

Note 5: Acivico (Building Consultancy) Ltd is a wholly owned company by Birmingham City Council. Company Registration No: 07918763.

PLEASE NOTE: Failure to comply with the legislation under the West Midlands County Council Act 1980 may result in you being fined up to £500.00. (Please note this fine is changeable without prior notice).

OFFICE USE ONLY

Registered: Ref. No: 2012 / _____ / _____

Ints: _____ Date: _____