

COMPLETION LETTER

Dear Client

We wish to advise you of the following clause that affects occupation of sheds:

'If a building is in use, a certificate of final inspections must be issued pursuant to Regulation 313 of the Interim Building Regulations 2017. Councils monitor such activity and can issue fines if this is not complied with. Non-compliance may also invalidate your insurance. So hence any contents that may be stored in the shed (boats, car, tools etc.) may not be covered under your house and contents insurance.

Please remember that there is a 2 year time period from when a permit for a shed is issued until a certificate of final must be issued, the above clause prohibits using a building that has not been finalised by us.

All items on the building permit including connection of downpipes must be addressed before a certificate of final can be issued.

Please complete this form as acknowledgement of the above statement and return to our office with your application form and appointment letter.

NAME:

PROPERTY ADDRESS:

SIGNATURE: **DATE:**