



Planning and Building (Jersey) Law 2002

Completion certificate for planning

Complete this form to apply for a completion certificate for planning

1. Reference number

2. Date of decision

3. Address of the property

Post Code:

4. Applicant name and address

Contact:

Telephone:

Mobile:

Post Code:

E:mail:

5. Agent name and address

Contact:

Telephone:

Mobile:

Post Code:

E:mail:

Important information

Before signing this form, read the following consent information carefully. It explains how your information will be used and provides a brief description of your rights under Jersey's Data Protection Law. For further information on how the department handles personal data visit www.gov.je/howweuseyourinfo

Declaration

I declare that the application details referenced in this form are true to the best of my knowledge and belief.

Personal Data

Before signing this form, read the following information carefully. It explains how your personal data will be used. For further information on how the department handles personal data visit

[Development and Building Control's privacy policy \(gov.je\)](http://www.gov.je/development-and-building-control/privacy-policy)

I am aware that for the proper consideration of my application for a completion certificate as defined in the Planning and Building (Jersey) Law 2002.

I am aware that the personal data supplied in this form, together with any other accompanying information may:

- be disclosed to other departments and relevant authorities so that the department may consult with them about my application.

I understand that as a public authority you are subject to the provisions of the Freedom of Information (Jersey) Law 2011 and that under this Law you may be required to disclose information you hold, including the contents of this form and any other information I provide to you, unless the information is protected from disclosure by an exemption under the Law or any other enactment, including the Data Protection (Jersey) Law 2018.

Your rights

You may apply to amend your application at any point prior to it being determined.

You may withdraw your application, should you no longer wish to proceed. The withdrawal of your application will bring an end to the ability of the department to consider your application.

All personal data provided in consideration of your application will be processed in accordance with the Data Protection (Jersey) Law 2018. Should you wish to access more information as to how personal information provided is processed, you may access our Privacy Notice at:

[Development and Building Control's privacy policy \(gov.je\)](http://www.gov.je/development-and-building-control/privacy-policy)

Or contact us on +441534 445508 or by sending an email to planning@gov.je for further information.

Agent (where applicable) Signature..... Date.....

FULL NAME IN BLOCK LETTERS.....

Where this form contains personal information relating to more than one individual, all individuals must sign (continue on a separate sheet if necessary).

Applicant(s) Signature..... Date.....

FULL NAME(S) IN BLOCK LETTERS.....