

Robust Details Amendment & Cancellation Form

(Please fully complete the sections that need amending on your registration)

Please return the original Purchase Statements and the Compliance Certificates relevant to the plots you are amending.

Site Name:

Original Order:

Contact Details (please enter details for the person that we can contact if we have any queries)

Title Mr / Mrs / Miss

Initials

Surname

Your role? (please tick as applicable)
 Builder Developer Designer Other (please state)
 only


Company Name:

Telephone no:

Address:

email:


Post Code

Changing the Site details? No Yes 
 If you answered "yes", please enter new details

Site name:

Site Address:


Post Code

Changing the Builder details? No Yes 
 If you answered "yes", please enter new details

Builder name:

Builder Address:

Post Code

Changing the Building Control details? No Yes 
 If you answered "yes", please enter new details

BC Applicant name:

BC Applicant Address:

Post Code

Changing/ Cancelling plot details? No Yes
 If you answered "yes", please enter new details on attached sheet

Robust Details Amendment & Cancellation Form

Checklist

Tick if enclosed

Completed the relevant amendment:

Original Purchase Statement:
 (or copy of letter to Building Control Body notifying of change)

Original Compliance Certificates:
 (only for plots that are being amended)

Copy of letter sent to Building Control Body:
 (Notifying of cancellations)

Reason For cancellation (Tick one box only)

Wrongly Registered

Design Unsuitable for RD

Building Control Body identified non-compliance

RD Inspection non-compliance

RD Test non-compliance

Works Started on Plots
 Yes No

Other (please specify)

Administration fee:

Fee Applicable £15 (amend up to 10 plots) £20 (amend 11-20 plots) £
 (per Order) £30 (amend 21+ plots)

VAT @ 17.5% £

Payment Details **Total gross payment** £

Please accept my payment using

Cheque Debit Card Credit Card

I enclose my payment of £ Please make Cheques payable to Robust Details Limited

OR please debit the amount £ from my VISA/MasterCard/debit card

Card number Issue no. (debit card only)

Card Issue Date (mm/yy) Card Expiry Date (mm/yy)

Cardholder's name Cardholder's signature

Cardholder's address
 Postcode

Signed **Date**

Print name **Position**