

To: London Borough of Hackney  
 Building Control  
 Hackney Service Centre  
 1 Hillman Street, London E8 1DY  
 Tel: 020 8356 8124/5/6/7  
 Fax: 020 8356 8122  
 Email: building.control@hackney.gov.uk



## APPLICATION FOR NAMING & NUMBERING OF A BUILDING OR STREET

**London Building Acts (Amendment) Act 1939, Part II  
 Local Government Act 1985 (Schedule 8, 14/1)**

**Please read the notes over the page before you fill in this form**

NAME OF APPLICANT:	COMPANY NAME	NAME OF AGENT
Address of applicant:	Company Address:	Address of agent:
Post Code:	Post Code:	Post Code:
Telephone:	Telephone:	Telephone:
Email:	Email:	Email:

**Please tick the boxes that apply:**

Application to number a building	<input type="checkbox"/>	Complete section 1
Application to name a building	<input type="checkbox"/>	Complete section 2
Application to name a street	<input type="checkbox"/>	Complete section 3

<b>SECTION 1</b>	
Is this site / building?	
<input type="checkbox"/> Existing	<input type="checkbox"/> New Development
<input type="checkbox"/> Vacant	<input type="checkbox"/> Occupied
Are you the:	
<input type="checkbox"/> Freeholder	<input type="checkbox"/> Tenant
<input type="checkbox"/> Leaseholder	<input type="checkbox"/> Other please state.....
Does anyone else have an interest in the site / building?	
Y <input type="checkbox"/>	N <input type="checkbox"/>
Please state their name and address .....	
.....	
HAS PLANNING PERMISSION BEEN GRANTED FOR THIS DEVELOPMENT?	
Y <input type="checkbox"/>	N <input type="checkbox"/>
<b>YES</b>	
Please give the Planning Reference (i.e. 2004/2222) <input style="width: 100%;" type="text"/>	
<b>NO</b> <input type="checkbox"/> (Please note that naming and numbering applications for unapproved developments will not be considered )	

**PLEASE CHECK THAT ALL SECTIONS HAVE BEEN FILLED IN IF NOT THE FORM WILL BE RETURNED  
TO THE APPLICANT WHICH MAY RESULT IN A DELAY PROCESSING YOUR APPLICATION**

<b>SECTION 2</b>	
Please give name of street on building is situated.	
Existing street number if known, or description of the site	
Number of units within the building	
Please give the origin of the proposed names	
Type of use: Commercial / Residential	

<b>SECTION 3</b>
Please give 4 proposed names in order of preference
1.
2.
3.
4.

### DECLARATION

I / We hereby apply for Street Naming and Numbering order described in the following application and on the attached Plans

Your Signature. \_\_\_\_\_ Your Name. \_\_\_\_\_ Date \_\_\_\_ / \_\_\_\_ / \_\_\_\_

### NOTES

1. You must fill in all the relevant sections of the application form
2. You must submit an ordinance survey map. All ground floor plans / maps must show outline of each entrance in red

### CHARGES

<b>Street Naming &amp; Numbering fees</b>	
Administrative Charge for naming any new Street	£400.00
Administrative Charge for naming / name change to an existing building	£75.00
<b>Numbering</b>	
Up to and including 20 Dwelling Units / Flats / Commercial premises *	£50.00
Charge for 21 to 40 Dwelling Units / Flats / Commercial premises	£60.00
Charge for 41 to 60 Dwelling Units / Flats / Commercial premises	£70.00
Charge for 61 to 80 Dwelling Units / Flats / Commercial premises	£80.00
Charge for 81 to 100 Dwelling Units / Flats / Commercial premises	£90.00
Charge for 101 to 120 Dwelling Units / Flats / Commercial premises	£100.00
Additional charge for each 20 units above 121 Dwelling Units / Flats / Commercial premises e.g. charge for 150 units = £140 (£100 + £40)	£20.00

\* Note: Each Flat & Commercial Unit entered by its own entrance is charged at £50.

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