



APPLICATION FOR TEMPORARY OCCUPATION OR USE

Building (Scotland) Act 2003

Application under section 21 for permission to occupy or use a building prior to the acceptance of a completion certificate for that building

Applicant

Name

Address

.....

Postcode Tel No.....

Fax No E-mail

Duly Authorised Agent (if any)

Name

Address

.....

Postcode Tel No

Fax No E-mail

Location of building or site to which the application relates

Address (*Include postcode if known*)

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Details of building warrant

Date of building warrant (and any amendments).....

Reference number of building warrant

Extent of occupation

Is whole of building to be occupied or used **YES/NO**

If “**NO**” please state part of building to be occupied or used.....

Previous Applications

Has a previous application for temporary occupation or use been granted? **YES/NO**

If “**YES**” please give details

Date authorisation given

Date authorisation expires

Length of temporary occupation

Period of temporary occupation requested From

To

Reasons for application

Please state why you wish the above building to be temporarily occupied before a completion certificate has been submitted and approved

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Declaration

*I/We apply for temporary occupation or use of the building as detailed above

Signed.....

Dated.....

** Delete as appropriate*

Address to which you should send this application

Dundee City Council, City Development Department, Building Standards Division, Floor 6,
Dundee House, 50 North Lindsay Street, DD1 1LS

Warning – This permission does not exempt you from obtaining any other types of permission that may be necessary before the building is used, such as planning permission or licensing