

## Application for Confirmation of Address

Please complete & return to [streetnaming@edinburgh.gov.uk](mailto:streetnaming@edinburgh.gov.uk)

<b>1</b>	<b>APPLICANT</b>	
	a	Full name
	b	Postal address
	c	Contact telephone number
	d	Email address

<b>2</b>	<b>INVOICE ADDRESS (IF DIFFERENT)</b>	
	a	Full name
	b	Postal address
	c	Contact telephone number
	d	Email address

<b>3</b>	<b>REQUEST DETAILS - ADDRESSES</b>	
	Single Property Address:	
	Multiple Properties Addresses:	

<b>4</b>	<b>CONFIRMATION REQUIRED</b>	
	Headed Letter confirming address (single properties only) <i>Response within 10 days – no fee chargeable</i>	
	New Statutory Notice <i>Response within 21 days – fee chargeable as per Fee Table</i>	

<b>5</b>	<b>DOCUMENT CHECKLIST</b> <i>Please enclose alongside this form:</i>	
	Copy of a location plan showing the site in relation to surroundings	
	Photographs of the building, where available	

<b>SIGNATURE OF APPLICANT/AGENT</b>  <i>I certify that the information given by me in this form is true and accurate to the best of my knowledge. I am the legal owner or representative of the property/development/land, and as such have the right to make the application</i>	<b>DATE</b>