

**FORM OF 7 DAY NOTICE**  
**Building Control Acts 1990 and 2007**

**Building Control Authority:**

**Unique Identifier:** \_\_\_\_\_  
*(for official use only)*

Mayo County Council  
Fire Station HQ  
Humbert Way  
Castlebar  
Co. Mayo  
F23 V089

**1.** I hereby give 7 days notice in accordance with Part IIIA of the Building Control Regulations 1997 to 2014 that it is intended to carry out the development as described below.

Name of Building Owner(s): \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Tel: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

Proposed Commencement Date: \_\_\_\_\_

**2.** I enclose the fee payable for making this Notice of € \_\_\_\_\_

**3a. PROJECT PARTICULARS: (In addition, for Residential Developments, please complete Section 3b below)**

Description of proposed development: \_\_\_\_\_

\_\_\_\_\_

Planning Permission No.: \_\_\_\_\_ Date Granted: \_\_\_\_\_

Date of expiry: \_\_\_\_\_

Valid Fire Safety Certificate Applied for (date): \_\_\_\_\_

Fire Safety Certificate No.: \_\_\_\_\_

Location of development: \_\_\_\_\_

Number of buildings: \_\_\_\_\_ Number of new buildings: \_\_\_\_\_

Use of buildings: \_\_\_\_\_

**3b. Residential Development Information:**

Total number of dwelling units (all phases\*): \_\_\_\_\_

Total no. of phases\* \_\_\_\_\_ of which \_\_\_\_\_ are multiple unit dwellings.

Phase being commenced under this 7 Day Notice: \_\_\_\_\_

No. of units covered by this phase/ 7 Day Notice\*\* : \_\_\_\_\_

Commencement date for this phase: \_\_\_\_\_

(Proposed) End-date for this phase: \_\_\_\_\_

\* Where applicable, i.e. phasing not relevant for single houses.

\*\* Include single house figure here also.

**4. Builder:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Construction Industry Register Ireland registration number (where applicable): \_\_\_\_\_

**5. Building Designer Details:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Tel: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

Practice registration number (where relevant): \_\_\_\_\_

Where required under Part IIIA of the Building Control Regulations 1997 to 2014, the mandatory certificate of design compliance signed by the above Designer accompanies this 7 Day Notice.

**6. Submission of Documents (where applicable):** A Schedule of Documents accompanying this 7 Day Notice is attached in the following format:

**Schedule of Documents (Plans, Calculations, Specifications, Ancillary Certificates & Particulars)**

Document	Reference	Description/Remarks

**7. Signature by Building Owner:**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
**(Building Owner)**

**7 DAY NOTICE STATUTORY DECLARATION**  
**Building Control Acts 1990 and 2007**

**Building Control Authority:**

Mayo County Council  
Fire Station HQ  
Humbert Way  
Castlebar  
Co. Mayo  
F23 V089

**OFFICIAL USE**

Date Received \_\_\_\_\_

Register Ref. \_\_\_\_\_

Entered on \_\_\_\_\_

Entered by \_\_\_\_\_

I / We \_\_\_\_\_

of \_\_\_\_\_  
do solemnly and sincerely declare that I / we have made an application to the above Building Control Authority for a Fire Safety Certificate in respect of works commencing not less than 7 days from this date.

Description of works: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

located at \_\_\_\_\_  
\_\_\_\_\_

pursuant to Article 12 of the Building Control Regulations 1997 to 2009 and I / we solemnly declare that the application has been completed in full and complies in all respects with the relevant provisions of the Building Control Regulations.

I / We further solemnly declare that any works that have commenced before the grant of the Fire Safety Certificate will comply fully with the Building Regulations and I / we will, within such period as may be specified by the Building Control Authority, carry out any modification of such works that is required by or under the Fire Safety Certificate, including any condition(s) attached to the Fire Safety Certificate when granted by the Building Control Authority.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Signed in the presence of Commissioner of Oaths:—

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Signature: \_\_\_\_\_

Commissioner of Oaths

**Warning: It is an offence for a person to knowingly or recklessly make a Statutory Declaration that is false or misleading in a material respect.**

