

Planning and Building (Jersey) Law 2002

Completion certificate for planning

Complete this form to apply for a completion certificate for planning

1. Reference number

2. Date of decision

3. Address of the property

Post Code:

4. Applicant name and address

Contact:

Telephone:

Mobile:

Post Code:

E:mail:

5. Agent name and address

Contact:

Telephone:

Mobile:

Post Code:

E:mail:

Important information

Before signing this form, read the following consent information carefully. It explains how your information will be used and provides a brief description of your rights under Jersey's Data Protection Law. For further information on how the department handles personal data visit www.gov.je/howweuseyourinfo

Applicant consent

I am aware of and agree to the information supplied in this form, together with any other accompanying information, being used for the purpose(s) of assessing my application for a completion certificate as defined in the Planning and Building (Jersey) Law 2002.

I am aware of and agree that the information supplied in this form, together with any other accompanying information may also:

- be disclosed to other departments and relevant authorities so that you can consult with them about my completion certificate request
- be published in the local media and on your website as the information forms part of the planning register that is required by law to be made available.

This includes my name, copies of any accompanying drawings, plans and supporting letters and documents. I understand that any personal sensitive information about me may be published or disclosed if it is imperative to the consideration of the completion certificate and in the public interest. I understand that all of the information I supply will be processed in accordance with Jersey's Data Protection Law.

Your rights

Under Jersey's Data Protection Law you have the right to:

- Withdraw your consent to the further processing of your information. However, this may cause delays or prevent us delivering a service to you or cause you to be in breach of other legal requirements
- Request that the processing of your personal data is restricted in instances where you believe the information being processed is inaccurate, out of date, or there are no legitimate grounds for the processing
- Challenge the accuracy of the information we hold about you and request that that it is corrected where necessary
- Complain about the way in which your personal data is being used
- Ask for a copy of the information we hold about you

Should you wish to exercise one of your rights contact +441534 445508 or planning@gov.je for further information.

Agent (where applicable) Signature..... Date.....

FULL NAME IN BLOCK LETTERS.....

Where this form contains personal information relating to more than one individual, all individuals must sign (continue on a separate sheet if necessary).

Applicant(s) Signature..... Date.....

FULL NAME(S) IN BLOCK LETTERS.....