

Pre-Application Advice Request

Complete this form to request pre-application advice for planning applications

1. If this is relating to a previous decision, provide the reference number

2. Address of land or property

Post Code:

3. Name and address of person making the enquiry

Contact:

Telephone:

Mobile:

Post Code:

E:mail:

4. Description of the proposal

Give a clear and concise description of the proposed work

5. Checklist

	Standard information required	Yes ✓	No ✓
2	Location plan		
3	Site plan		
4	Photographs of existing		
5	Drawings or sketch proposals		

DECLARATION

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

Your 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 providing pre-application advice prior to submitting an application for permission or consent 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 proposals.

This includes my name, copies of any accompanying drawings, plans and supporting letters and documents. I understand that all of the information I supply will be processed in accordance with Jersey's Data Protection Law.

I understand that as a public authority you are subject to the provisions of the Freedom of Information (Jersey) Law 2011 and that under this Law you may be required to disclose information you hold, including the contents of this form and any other information I provide to you, unless the information is protected from disclosure by an exemption under the Law or any other enactment, including the Data Protection (Jersey) Law 2018.

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.

Signature..... Date.....

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