



**APPLICATION FORM FOR UNREFINED DATA  
CON29 – ENQUIRIES OF LOCAL AUTHORITY**

|  |       |
|--|-------|
| <b>Name:</b> (of company or person submitting request)   |       |
| <b>Address:</b>  |       |
| <b>Telephone Number:</b>   |       |
| <b>Email address:</b>  |       |
| <b>PROPERTY FOR WHICH INFORMATION IS REQUIRED</b>  |       |
| <b>House Number/ Name/Plot number, Address, Town/Village (Including Post Code)</b>   | _____ |
| An Ordnance Survey based location plan of the property/site must be attached – with the site edged in red and at 2500/1250 scale |       |
| <b>Date Submitted to LLC Section:</b>  | _____ |

This form is to be submitted to Local Land Charges, North Kesteven District Council, Kesteven Street, Sleaford, NG34 7EF. The form can be sent by email to [land\\_charges@n-kesteven.gov.uk](mailto:land_charges@n-kesteven.gov.uk) post or left at Customers Services, North Kesteven District Council.

This Authority will not commence processing your application for unrefined data until full payment has been received.

Upon completion, the work will be sent via email to you. Please make sure we have the correct email address where you wish to receive them.

**Please turn over for selection of individual questions**

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|                              |  |
|------------------------------|--|
| <b>NKDC Office Use only:</b> |  |
| Date/time received/initials  |  |
| Fee Paid                     | YES/NO £                                     |
| Initials of staff            | Staff  |
| Method of Payment            | BACS/Credit/Debit Card/Account Holder/Cheque |
| NKDC receipt reference       |  |
| Work Completion Date:        |  |

| <b>Question Heading and Number (CON29 Question Headings only used with permission of the Law Society)</b> | <b>Net Fee<br/>£</b> | <b>VAT<br/>@<br/>20%</b> | <b>Gross Fee<br/>£</b> | <b>✓<br/>(tick)</b>      |
|---|----------------------|--------------------------|------------------------|--------------------------|
| <b>Building Control and completion certificates and competent persons scheme 1.1.(J) –(L)</b>             | £8.92                | £1.78                    | £10.70                 | <input type="checkbox"/> |
| <b>Outstanding Notices 3.7.(a), (b), (c), (d), (f)</b>  | £10.58               | £2.12                    | £12.70                 | <input type="checkbox"/> |
| <b>Contravention of building regulations 3.8</b>  | £4.50                | £0.90                    | £5.40                  | <input type="checkbox"/> |
| <b>Notices, orders, directions and proceedings under Planning Act 3.9 (a)-(n)</b>                         | £19.25               | £3.85                    | £23.10                 | <input type="checkbox"/> |
| <b>Unimplemented Conservation Areas 3.11.(b)</b>  | £5.00                | £1.00                    | £6.00                  | <input type="checkbox"/> |
| <b>Contaminated Land 3.13. (b) (c)</b>  | £0.00                | £0.00                    | £0.00                  | <input type="checkbox"/> |
| <b>Total to pay</b>   |                      |                          | <b>£</b>               |                          |

Please put a tick against the required questions