



Renfrewshire
Council

Development & Housing Services
Building Standards Section Renfrewshire House
Cotton Street
PAISLEY
PA1 1LL

APPLICATION FOR TEMPORARY OCCUPATION OR USE

Building (Scotland) Act 2003

Application under section 21 for permission to occupy or use a building prior to the acceptance of a completion certificate for that building

Applicant	Name.....
	Address.....

	Postcode..... Tel No.....
	Fax No..... e-mail.....
Duly authorised Agent (if any)	
	Name.....
	Address.....

	Postcode..... Tel No.....
	Fax No..... e-mail.....
Location of building or site to which the application relates Address - (including postcode if known)	
Details of building warrant	
Date of building warrant (and any amendments).....	
Reference number of building warrant.....	
Extent of occupation	
Is whole of building to be occupied or used? YES NO	
If NO, please state part of building to be occupied or used.....	
.....	

Previous applications

Has a previous application for temporary occupation or use been granted? YES NO

If YES, please give details.....

Date authorisation given.....

Date authorisation expires.....

Length of temporary occupation

Period of temporary occupation requested -from (date) to (date)

.....TO.....

Reason for application

Please state why you wish the above building to be temporarily occupied before a completion certificate has been submitted and approved.

Declaration

I/We* apply for temporary occupation or use of the building as detailed above

Signed –

Dated –

*Delete as appropriate

Address to which you should send this application

Development & Housing Services
Building Standards Section
Renfrewshire House
Cotton Street
Paisley
PA1 1LL

Tel No. 0300 3000 144
Fax No. 0141 618 7935
e-mail bc@renfrewshire.gov.uk

WARNING This permission does not exempt you from obtaining any other types of permission that may be necessary before the building is used, such as planning permission or licensing