

# London Building Control Ltd

International House 1-6 Yarmouth Place Mayfair LONDON W1J 7BU  
T 0845 630 2112 F 0845 862 0232 [info@londonbuildingcontrol.co.uk](mailto:info@londonbuildingcontrol.co.uk)



My Ref: **MWJ/10/5445**

Date: 26/01/2010

**Charles Jeffrey Ltd**

801 Tower Point  
52 Sydney Road  
Enfield  
Middlesex  
EN2 6SZ

Dear Sirs,

**The Building Act 1984  
& The Building (Approved Inspectors etc) Regulations 2000**

**Re: Loft Conversion at 35                      y Road, London, N                      H**

Thank you for appointing us as your Approved Inspectors for the above project (to carry out plan checking, site inspections, consultations and certification). We have been approved for all types of (proposed) building work by the Construction Industry Council, who are designated by the Secretary of State to approve Inspectors under section 49 of the Building Act 1984.

An Initial Notice has now been submitted to the Local Authority. Works can commence 5 working days after the council receives our Notice (unless they give a valid reason for refusal within this time). We advise that you wait until the Notice is accepted or 10 days have elapsed from the above date (to allow time for postage). **If works commence before this, our Notice may be rejected by the council and the work would then fall under their control.**

As we are the building control authority for this project, please contact us for inspections and any enquires that you may have and not the Local Authority. Should the LA building control contact you, please refer them back to us.

Please note that at the end of the project we need to issue a Final Certificate within 60 days of completion/occupation of works - otherwise the LA may refuse our Certificate. In order to do this we will need to have carried out a final inspection and received all necessary documentation such as an electrical installation certificate.

Further details of the Approved Inspector Building Control Process are available on our website at [www.londonbuildingcontrol.co.uk](http://www.londonbuildingcontrol.co.uk). You may also ring our office to arrange site inspections or discuss work.

Once again thank you for using London Building Control Ltd for this service. We look forward to working with you on this project.

Yours faithfully,

**For and on behalf of LONDON BUILDING CONTROL LTD**

**Enc: Copy of Initial Notice**