**Application for a Lawful Development Certificate for an Existing use or operation or a Proposed use or operation Checklist**

A completed checklist should be included with your application.

Guidance and information on the documents listed below, including when they are likely to be required by the LPA, can be found in our Local Validation List.

**National Requirements:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Local List Reference** | **Document** | **Submitted**  **✓** | N/A – please explain why, if necessary |
| 2.1 | Correct Application Form and Ownership Certificate |  |  |
| 2.2 | Location Plan |  |  |
| 2.3 | Correct Fee |  |  |
| 2.6 | Lawful Development Certificate – Application Statement |  |  |
| 2.7 | Plans:  any plans or drawings necessary in order to assess the application |  |  |

**Standard Local Requirements (see Local List):**

|  |  |
| --- | --- |
|  |  |
| **Local List Reference** | **Document** | **Submitted**  **✓** | N/A – please explain why, if necessary |
|  |  |  |  |
|  | Other – any details necessary in order to assess the application |  |  |