

Street & Building Naming & Numbering Application Form



Applicant Details

Name: _____
Address: _____
Postcode: _____
Telephone: _____ Mobile: _____
Email: _____ **PLEASE PRINT IN BLOCK CAPITALS**

Are you the owner of the Property/Site? _____

N.B. If the applicant is **NOT** the freeholder of the property/site, please ask the freeholder to apply or alternatively attach a letter (with appropriate signatures) confirming that the applicant is acting on behalf of the freeholder.

Existing Address or Address to be changed (If Applicable)

Address: _____

Proposed Address(s)/ Street for (Re) Naming & Numbering

Note: Preference will always be given to names that have a historical or local relevance. Please refer to the Fire Brigade's rules (link on street naming and numbering [webpage](#))

Address(s): _____

Please include floor levels of each property/unit, and continue on a separate sheet if necessary

Planning application No.? _____ When did building work commence? _____

Has the planning consent disallowed car parking permits for any of the new properties? Yes/No
Further comments _____

Historical Relevance and/or Reason for Change; Please detail on which grounds you wish us to name/rename. Are there historical connections to the name(s)?

N.B. A SITE PLAN IS REQUIRED – THIS NEED ONLY BE A SITE OUTLINE INDICATING MAIN ENTRANCES.

Applicant Signature _____ **Date** _____

Please wait for council approval before printing stationery or erecting name plates.

Please return the completed form along with any information you feel may support your request to the email address below.

Tel: 07776 672750 or Email to naming_numbering@lbhf.gov.uk

Street Naming and Numbering Payments

Please note our new fees and services below as described on our [webpage](#).

Please select which service(s) you require:

.....	@ £166.10 per new initial unit	£.....
.....	@ £56.10 per new unit	£.....
.....	@ £112.10 per new street name	£.....
.....	@ £112.10 per new building name	£.....
.....	@ £71.60 p/h for address verification	£.....
.....	@ £38.40 for copies of documentation	£.....
.....	@ £71.60 p/h for research time	£.....
Total		= £.....

We accept the following payments	
1. BACS	<p>We now accept BACS payments.</p> <p>Please send your fee, once agreed with us, to the following account:</p> <p>Branch name: HAMMERSMITH BRANCH Account name: London Borough of Hammersmith and Fulham Bank Address: 22 King's Mall, Hammersmith, W6 0QD Branch sort code: 60-50-06 Account number: 11402598 IBAN Number: GB86 NWBK 6050 0611 4025 98 BIC: NWBK GB 2L</p> <p>Please add a suitable address or development name as the reference.</p>
<p>2. Credit/Debit Card – For security reasons we prefer to take card details over the telephone to be entered directly into a secure financial system.</p> <p>Please call us on 07776 672750 and we will take these details over the phone. You are still required to submit a completed Street Naming and Numbering application form with a building plan. We will need:</p> <ol style="list-style-type: none"> 1. Card Number 2. Valid from and to dates. (MM/YY) 3. Security Code No. (the last 3 of the 7-digit number found at the back of your card in the signature area) 4. The total amount to be debited 	