

**APPLICANT**

Name: .....

Address: .....

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Postcode: .....

Telephone: .....

E-mail\*: .....

**AGENT (if applicable)**

Name: .....

Address: .....

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Postcode: .....

Telephone: .....

E-mail\*: .....

\* It is our policy to conduct corresponden



## Notes for Guidance

- 1. Please note this service is only available for records less than 25 years old or 50 years for major applications in line with statutory retention periods.**
- 2. The relevant fee and copy document fee structure as detailed in our [Non-Statutory Fee Guidance](#) depending on the service required, should accompany this application form. Argyll and Bute Council accept the following payment methods:- Debit/Credit Card, Cash or Cheque (payable to Argyll and Bute Council). Debit/Credit Card payments can be made either via our website or by telephoning our customer services number 01546 605518**
- 3. All application searches will be carried out within 20 working days of receipt of completed application form and relevant fee.**
- 4. Please note that each individual Building Warrant approval will require a separate application submission and fee.**

Any personal data that you have been asked to provide on this form will be held and processed in accordance with Data Protection Legislation. You can find out more about your rights in relation to data protection on the Council's Website.