

## 14 Day Notice of Contravention of Building Regulations

The Building (Registered Building Control Approvers etc.) (England) Regulations 2024,  
The Building Regulations 2010 & Section 52 of The Building Act 1984

To: ContactsFullName

ContactsCompanyName, ContactsStreet, ContactsTown, ContactsCounty, ContactsPostCode  
(By Email)

Date: TodaysDate

Our Reference: ProjectNumber

Site Address: SiteAddressCommas

Description of Works: Proposal

### RE: Outstanding Items to be Remedied or Completed for Re-inspection (within 14 days)

Dear ClientFirstName,

Following our site inspection on ..... LastCompletedInspectionDate and our subsequent letters date..... And....., our records show that our findings of the following items still remain in contravention of the Building Regulations: *(state location, item of work and Regulation of non-complying work(s) with photographs)*

Items that still remains outstanding:

- 1.
- 2.

Please remedy the above items that remain outstanding within 14 days of the date of this letter so that we can arrange a further inspection to check the remedied work for compliance with the Regulations. If you are experiencing difficulty in remedying these works and require further assistance, please let me know. If you do remedy the works within 14 days of this letter please let me know so that I can arrange an inspection of the works further to check that the remedied work complies with the Building Regulations.

May I point out that if the contravening building works are not remedied within the next 14 days then we have to start formal proceedings to serve a 'Cancellation of Initial Notice: Notice of Contravention of Building Regulations' under Section 52 of The Building Act 1984. This will result with your building project reverting to the Local Authority. This may cause you to incur a new Building Regulation application, additional costs to the Local Authority and they may also request you to open up works for further inspection as deemed necessary to check compliance with the Regulations.

Please contact me directly should you wish to discuss any of the above items or if you require any further information or assistance.

Kind regards,



Pauline Mullee BSc (Hons) C.Build E MCABE IEng

Registered Building Inspector

Class 2/4 Technical Manager

**Director - Mullee Associates Limited**

**Registered Building Control Approver**

**Copied by Email to:** Sara Chetcuti (Mullee Associates)