

Letter for Change of Person Intending to Carry out Work

Section 51C of The Building Act

The Building (Registered Building Control Approvers etc.) (England) Regulations 2024

For the attention of: ClientDynamicName,
ContactsPrintAddress
(By Email)

Date: TodaysDateCustom

Our Initial Notice Reference: ProjectNumber

Site Address: SiteAddressCommas

Description of Works: Proposal

Dear ClientFirstName ,

Under Section 51C of The Building Act 1984, we are required to serve Notice for Change of Person Intending to Carry out Work to the Local Authority, for and on behalf of the person who now proposes to carry out the work to which the initial notice relates.

To: (By Email)

1. This notice proposes a change to the person carrying out the work in relation to the initial notice a copy of which accompanies this notice.
2. I/we [Mullee Associates Limited] am/are a Registered Building Control Approver for the purposes of Part 2 of the Building Act 1984 and I gave the initial notice referred to in paragraph 1.
3. I/We [Mullee Associates Limited] and ClientDynamicName propose that the work to which the initial notice relates should be carried out by:
ClientFullName
ClientPrintAddress
ClientBusinessPhone
ClientEmailAddress

Signature



Pauline Mullee

Signature



Pauline Mullee

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

for and on behalf of ClientDynamicName
Person intending to carry out the work

TodaysDate

TodaysDate

The Building Act 1984 Section 51C 'Change of person intending to carry out work' states:

(1) This section applies where it is proposed that the work to which an initial notice relates should be carried out by a different person.

(2) If—

(a) the approved inspector who gave the initial notice, and

(b) the person who now proposes to carry out the work to which the initial notice relates, jointly give written notice of the proposal to the local authority by whom the initial notice was accepted, the initial notice shall be treated as showing as the person intending to carry out the work to which it relates the person mentioned in the notice under this section.]