

## **Notice of Completion (explanatory notes)**

*Notices of Completion* must be provided to Building Control not more than 5 days after the work has been completed.

The *Notices of Completion* will require *each Dutyholder* to provide a compliance statement for their responsible work and should also include:

- The name, address, telephone number and (if available) email address of the client, principal contractor, and principal designer.
- A statement from the applicant to say that the works have been completed and complies with all the applicable regulations to the best of their knowledge.
- A statement from both the principal contractor and principal designer (if applicable) to confirm they have fulfilled their duties under Part 2A (duty holders and competence).
- Requirements of dutyholders and their competence can be found in Part 2A of the Building Regulations 2010 (as amended).