

**ENFORCEMENT NOTICE  
REQUEST TO WITHDRAW/CONFIRM COMPLIANCE**



Enforcement Team  
Development Management  
City Services and Development Directorate  
Planning Transportation and Highways  
Civic Centre 4  
Much Park Street  
Coventry  
CV1 2PY

Please use this form if you wish to request an Enforcement Notice be withdrawn and/or conformation that it has been complied with. Complete all relevant sections, ensuring you have enclosed all requested information and sign the declaration.

**YOUR ENQUIRY WILL NOT BE PROCESSED UNIT ALL SECTIONS BELOW HAVE BEEN COMPLETED AND THE RELEVANT FEE RECEIVED.**

<p>(1) Applicant Name:</p> <p>Address:</p> <p>Postcode:</p> <p>Contact telephone:</p> <p>Email:</p>	<p>(2) Agent (if applicable) Name:</p> <p>Company:</p> <p>Address:</p> <p>Postcode:</p> <p>Contact telephone:</p> <p>Email:</p>
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<p>(3) Reference of Enforcement Notice if known or attach a copy of the Notice to this form:</p>	<p>Date Notice was issued:</p>
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(4) Land to which the Enforcement Notice relates:

(5) Alleged breach of planning control as identified on the Enforcement Notice:

(6) Is your request for the Enforcement Notice to be withdrawn? Yes/No  
(If yes please provide details to support your request using a separate sheet if necessary)

(7) Do you require confirmation that the Enforcement Notice has been complied with? Yes/No  
(If yes please provide details to support your request using a separate sheet if necessary)

(8) Can the land subject of the Enforcement Notice be seen / accessed from the public road / footpath / other public land? Yes/No

If the answer is no you must provide the name and daytime contact details of the person to contact should it be necessary to arrange to inspect the site subject of the Notice.

Name:

Contact telephone number:

**(7) DECLARATION**

**I the undersigned confirm that I am requesting:**

**The Enforcement Notice to be withdrawn: YES/NO**

**Confirmation whether the Enforcement Notice has been complied with: YES/NO**

**I require a response within 14 working days / 2 working days (please delete as applicable)**

**I have paid the fee \_\_\_\_\_**

**Signed:**

**(on behalf of \_\_\_\_\_ )**

**Date:**