



A great place to live, work & play

STREET NAMING AND NUMBERING

Property Name Change or Addition of Property Name

Using your personal information

We will process your personal information in accordance with the General Data Protection Regulation (GDPR) and the Data Protection Act 2018. We may use your personal information in a number of ways, but only for the purposes for which it was given, for example to provide you with the information or services requested or to administer and protect public funds. We may share your information with, and obtain information about you from, other departments of the Council or other organisations where it is lawful to do so, for example to check the accuracy of information or to prevent or detect crime. For further information on how we collect, use, share, secure and retain your personal information, and your legal rights, please see our Privacy Notice at www.scarborough.gov.uk/gdpr or by contacting Customer First. Our Data Protection Officer can be contacted at the Town Hall, St Nicholas Street, Scarborough, YO11 2HG (tel 01723 232323 or email dataprotection@scarborough.gov.uk).

APPLICANT DETAILS

| | |
|-----------|--|
| Name | |
| Address | |
| Postcode | |
| Telephone | |
| Mobile | |
| Email | |

| | | | | | |
|---|---------------------|--|-------------|---------------------|--|
| Please indicate (X) which of the following applies to you in relation to the development: | | | | | |
| Freeholder | Of whole site | | Leaseholder | Of all the site | |
| | Of part of the site | | | Of part of the site | |
| Occupier (tenant/other) | | | | | |

PROPERTY DETAILS

| | | |
|---|---------------|--|
| Current address of property requiring a name change | | |
| New proposed name | First choice | |
| | Second choice | |

| | | | | | | | |
|--|--|----------|--|-----------------|--|-------------------------------|--|
| Please indicate (X) which describes the property/properties, if it is a mixed development please specify the property descriptions on the plan | | | | | | | |
| Detached House | | Bungalow | | Flat/Apartment | | Terraced House | |
| Semi-detached House | | Chalet | | Two Storey Barn | | Single Storey Barn Conversion | |
| Other (please describe) | | | | | | | |

| If the property/properties is a maisonette, flat or apartment, which floor(s) does it occupy? Please indicate (X). Does the property/properties have a shared or private letterbox? | | | | | | | |
|---|----------|--------|-----------------------|-----------------------|-----------------------|-------|----------------------------|
| Property as marked on plan | Basement | Ground | 1 st Floor | 2 nd Floor | 3 rd Floor | Other | Letterbox (private/shared) |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |

If you are not the freeholder of the property, please attach a signed letter confirming that the applicant is acting on behalf of the freeholder(s).

If the building is in multiple occupation, or you are not the only freeholder, please attach details of other residents/freeholders affected by this application. We have to check all occupants/freeholders have been consulted before assigning a new address.

Please use additional sheets if necessary

IMPORTANT - PLEASE ENCLOSE A SITE LOCATION PLAN (PREFERABLY A4 OR A3) HIGHLIGHTING THE PROPERTY

| | |
|-----------|--|
| Name | |
| Signature | |
| Date | |

Please return this form, along with the appropriate fee and a site location plan to:

Planning Services
Scarborough Borough Council
Town Hall
St Nicholas Street
Scarborough
North Yorkshire
YO11 2HG

Tel: 01723 232323

Email: planning.services@scarborough.gov.uk