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Make an application

Application Overview

Use the tabs below to navigate through the details of your application.

[View video help for the online application process](#) (opens in a popup window).

[Overview](#)

[Forms](#)

[Supporting Docs](#)

[Fees](#)

[Check, Pay & Submit](#)

Confirmation

Thank you. Your application was submitted to Arun District Council on 09 September 2014 at 11:36. You should expect a response within 10 working days.

The Planning Portal reference number for this proposal is: PP-03655854

Please quote this reference number in any initial correspondence with the local planning authority.

It is now the responsibility of Arun District Council to process your application and all further correspondence must be addressed to them.

IMPORTANT: Payment is still required for your application.

Your application will not be processed until payment has been received. Please pay for your application using the details below.

Payment by cheque

[Help](#)

A cheque payment of £97.00 is now due. Please read the following instructions carefully:

- 1. Write a cheque payable to Arun District Council
- 2. Clearly mark the application reference number on the back of the cheque: PP-03655854
- 3. Post the cheque as soon as possible to Arun District Council
- Make cheques payable to Arun District Council
- Planning Services
- Arun District Council, Civic Centre
- Maltravers Road
- Littlehampton
- West Sussex
- BN17 5LF

You will be able to access your submitted application on the Planning Portal, but after two years you will no longer be able to download or amend it. For further details, [read our archiving policy FAQs](#).

You are strongly advised to keep a copy of the application in your own records.

You can download a copy of your application from the 'My Applications' page or you can print your application from the 'overview' tab.

If you need to submit a building control application you may be able to do so online.

You should contact your local planning authority or visit their website for further information on their online services. Some authorities also support online building control applications via the Submit-a-Plan service (www.submit-a-plan.com).

Alternatively, you can contact an Approved Inspector at www.approvedinspectors.org.uk

Help

Please follow the instructions provided above.

Please note that your application will not be validated until payment has been received.

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