

This form should be saved to your device and then completed using the free Adobe Acrobat Reader application or full version of Adobe Acrobat. Many internet browsers and other applications can display PDF files, but we cannot guarantee their compatibility in regard to these forms. We specifically advise users of Apple devices not to use 'Preview' because of known issues.

Community Infrastructure Levy (CIL) Form 7: Self Build Exemption Claim Form - Part 2

To be submitted within 6 months of completing the self build dwelling

Please note: This version of the form should only be used for submissions relating to planning applications in England. There is a legacy version of this form for use in Wales. Download the legacy version of this form

This form must be sent to the Collecting Authority within 6 months of the completion of the self build dwelling. The applicant will otherwise be liable for the full levy charge.

Please note that 'Completion' for the purposes of CIL exemption is defined as the issuing of a compliance certificate for this development issued under either regulation 17 (completion certificates) of the Building Regulations 2010 or section 51 of the Building Act 1984 (final certificates).

Please complete the form using black capitals and black ink and send to the Collecting Authority.

See Planning Practice Guidance for CIL for guidance on CIL generally, including 'relief from the Levy'.

Privacy Notice

This form is provided by Planning Portal and based on the requirements provided by Government for the sole purpose of submitting information to a Local Authority in accordance with the 'The Community Infrastructure Levy Regulations 2010 (as amended)'. Please be aware that once you have downloaded this form, Planning Portal will have no access to the form or the data you enter into it.

Unless you choose to upload it to any Planning Portal online service in agreement with the relevant terms and conditions. Any subsequent use of this form is solely at your discretion, including the choice to complete and submit it to a Local Authority in agreement with the relevant section.

On receipt of this form and any subsequent information, it is the responsibility of the Local Authority to inform you of its obligations in relation to the processing of this information. Please refer to its website for further information on any legal, regulatory and commercial requirements relating to information security and data protection of the information you have provided.

Section A: Claiming Exemption - General Information

to be completed by the individual(s) claiming self build exemption.

Applicant Details

Applicant Name:

Richard & Amanda Rogers

Local authority planning application number:

AL/66/21/PL

Please provide the full postal address of the application site:

FIS TREE HOUSE
LITTLE HARTH ROAD

BN18 0SR FORT WALTON PARKS)2

Postal address/postcode not known, or original relief claim was submitted with reference to grid reference, please provide:

Grid

Northings:

Eastings:

BN18 0SR

Section B: Submission of Evidence

Please confirm below what evidence you are providing to support:

1. Please enclose a copy of all of the following items:

- (a) A compliance certificate for this development issued under regulation 17 (completion certificates) of the Building Regulations 2010 or section 51 of the Building Act 1984 (final certificates);

What date was the compliance certificate issued (DD/MM/YYYY):

(b) Title deeds of the property to which this exemption relates (the

(c) Council Tax bill or certificate

2. Please enclose two further proofs of occupation of the home as:

Please enclose a copy of two of the following items showing your

Utility Bill

Bank Statement

Local electoral roll registration

3. Please also enclose a copy of one of the following items (and send

- (a) An approved claim from HM Revenue and Customs under VAT431NB: VAT refunds for DIY housebuilders;

- (b) Proof of a specialist Self Build or Custom Build Warranty* for your

- (c) Proof of an approved Self Build or Custom Build Mortgage† from a society for your development.

Please note: The Charging Authority has the discretion, but is not required to accept the items (a-c) above. This should be agreed in advance with the Charging Authority exemption or as soon as possible thereafter) but the Charging Authority

Self Build or Custom Build Warranty is a warranty and Certificate of Insurance policy and which is accompanied by certified Stage home.

Self Build or Custom Build Mortgage is an approved mortgage where the loan funds are paid to the owner/occupier in stages as the build

Declaration

I confirm that the details given are correct

Signature:

[Redacted Signature]

Submission of Evidence

Please confirm below what evidence you are providing to support your claim for self build CIL exemption.

1. Please enclose a copy of all of the following items:

- (a) A compliance certificate for this development issued under either:
- regulation 17 (completion certificates) of the Building Regulations 2010 or
- section 51 of the Building Act 1984 (final certificates)



What date was the compliance certificate issued (DD/MM/YYYY)?

09/02/2023

(b) Title deeds of the property to which this exemption relates (freehold or leasehold)



(c) Council Tax bill or certificate

2. Please enclose two further proofs of occupation of the home as sole or main residence

Please enclose a copy of two of the following items showing your name and the address of the property:

Utility bill



Bank Statement



Local electoral roll registration



3. Please also enclose a copy of one of the following items (and review the notes below):

(a) An approved claim from HM Revenue and Customs under
VAT431NB: VAT refunds for DIY housebuilders



(b) Proof of a specialist Self Build or Custom Build Warranty* for your development



(c) Proof of an approved Self Build or Custom Build Mortgage from a bank or building
society for your development.



PLEASE NOTE: The Charging Authority has the discretion, but is not required, to accept other forms of documentary evidence instead of any
the items (a-c) above. This should be agreed in advance with the Charging Authority (at the point of making the Part 1 application for
an exemption or as soon as possible thereafter) but the Charging Authority may still consider utilising discretion at this Part 2 stage of the
process.

Self Build or Custom Build Warranty is a warranty and Certificate of Approval issued by a Warranty provider which provides a 'latent
defects insurance' policy and which is accompanied by certified Stage Completion Certificates (SCC) issued to the owner/occupier of
the home.

Self Build or Custom Build Mortgage is an approved mortgage arranged to purchase land and/or fund the cost of erecting a home
where the loan funds are paid to the owner/occupier in stages as the building works progress to completion.

Declaration

I confirm that the details given are correct.

Signature:

[Redacted Signature]

Date (DD/MM/YYYY):

10-05-2023