

Date 16 August 2005  
Your reference  
Our reference 04/1/634/2B//asi  
Enquiries to Mr A Silkoff  
Tel. extension 2384

Daniel Cumming  
108 Kingsgate Road  
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NW6 2HH

**Building Control**

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Dear Sir or Madam

**The Building Act 1984 and the Building Regulations**

**Re: 108 Kingsgate Road NW6**

**Work:** Refurbishment of existing dwelling, together with full width rear dormer.

Regulation 15(4) requires a person carrying out building work to give notice to the local authority not more than five days after completion of work. It appears from our records that no such notice has been given.

From the progress observed on site at the time of my last visit, I would have expected work to be completed by now. If this is not so, please contact me to let me know the present situation on site.

If building work is completed, you should arrange for me to make a final inspection as soon as is mutually convenient. Providing this is done promptly, the Council would be unlikely to take formal action in respect of your failure to give the notice required by regulation 15(4).

Work not recorded as completed in accordance with the Building Regulations can often lead to expense and inconvenience in the future.

Yours faithfully



Mr A Silkoff  
for Director, Environment Department

12-3/041 634 (M104185)