

Con29 Individual Enquiry Order Form

For internal use only

To order a Con29 Individual Enquiry Report, please complete the following:

Company Name:

Company Address (where report will be emailed):
.....

Returns Method: Email Post Collect

Contact Name: Phone:

Search Address:

Please indicate which Question(s) you require a response to:

Individual Enquiry	Net Charge £	VAT Charge £	Total Charge £	Please tick ✓
Qu.1.1 a - i	7.50	1.50	9.00	
Qu.1.1 j-l	7.50	1.50	9.00	
Qu.1.2	3.50	0.70	4.20	
Qu.2.1 a-d, 2.2 – 2.5 - Please contact Highway Searches Via East Midlands Ltd – 0115 9773143 or highwaysearches@viaem.co.uk				
Qu.3.1	3.50	0.70	4.20	
Qu.3.2, 3.3 a-c, 3.4 a-f - Please contact Highway Searches Via East Midlands Ltd – 3.5 a-b, 3.6 a-l, 3.7e 0115 9773143 or highwaysearches@viaem.co.uk				
Qu.3.7 a-d & f	7.50	1.50	9.00	
Qu.3.7 g The District Council is unable to respond to this enquiry. Please contact the Environment Agency - (https://www.gov.uk/topic/environmental-management/flooding-coastal-change) and/or Nottinghamshire County Council (flood.team@nottscc.gov.uk)				
Qu.3.8	3.50	0.70	4.20	
Qu.3.9 a-n	7.50	1.50	9.00	
Qu.3.10 a-h	3.50	0.70	4.20	
Qu.3.11 a-b	3.50	0.70	4.20	
Qu.3.12	3.50	0.70	4.20	
Qu.3.13 a, b (i,ii,iii) & c	3.50	0.70	4.20	
Qu.3.14	3.50	0.70	4.20	
Qu.3.15 a(i,ii,iii,iv,v), b(i,ii,iii)	7.50	1.50	9.00	

For terms and conditions
please see overleaf

Fee payable £

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Terms and Conditions

1. All requests should be received via the Con29 Individual Enquiry Form or via email to landcharges@ashfield.gov.uk
2. All payments must be received before the order form will be processed (except for account customers).
3. Payments can be made on-line at www.ashfield.gov.uk, over the telephone (01623 457313). Orders by post should include a cheque made payable to Ashfield District Council.
4. All requests MUST be accompanied by a plan showing the location of the property.
5. All reports will be sent to the email address provided, if a postal response is required an additional charge of £3.00 will be incurred.
6. All requests will be dealt with as they are received. No preference will be given to any particular type or search method.
7. Please return completed forms and payment to:

Local Land Charges Section
Ashfield District Council
Urban Road
Kirkby in Ashfield
Nottinghamshire
NG17 8DA

Or email to: landcharges@ashfield.gov.uk

* In some circumstances interested parties will be able to access the required information via public registers and incur no costs. The provision of Individual Enquiry responses is to enhance the number of access channels available and not limit access.

For further information regarding our search options and information requests, please visit our website: <http://www.ashfield.gov.uk/residents/planning-and-building-control/local-land-charges-service/>