

(For internal use only)

Date Received:

SNN Application No.

London Borough of

Redbridge



Street Naming and Numbering
Regeneration, Property & Planning
Lynton House – 11th Floor (Front)
255-259, High Road, Ilford
IG1 1NY

Email: snn@redbridge.gov.uk

Telephone: 0208 708 2913

Application for Street Naming and Numbering

Please complete all sections of this form and return with a site plan and internal layout plans (with unit/plot numbers).

1. APPLICANT DETAILS	
Name and address:	
Daytime Telephone Number:	
Mobile Number:	
Email Address:	

If you have provided an email address, would you like us to use this as the primary contact method? Yes No

Please indicate which of the following applies to you in relation to the building or buildings affected:

Freeholder of the whole property

Freeholder of part of the property

Leaseholder of the whole property

Leaseholder of part of the property

If you are not the freeholder of the whole property, please attach a separate document giving the freeholder's contact details and their written consent for you to apply for a new or a change to the postal address(es).

2. AGENT DETAILS (If applicable)	
Name and address:	
Daytime Telephone Number:	
Mobile Number:	
Email Address:	

3. DEVELOPMENT DETAILS	
Site location or current address:	
Planning Application Number: (If applicable)	
Building Control Application Number: (If applicable)	
Brief description of works:	

Has the development commenced? Yes No

If yes, date of commencement:
If no, when are works expected to start:

Is the development complete? Yes No

If yes, date of completion:
If no, when is expected date of completion:

4. STREET NAMING AND NUMBERING DETAILS	
Type of Street Naming and Numbering requirement: e.g. New Build/Conversion/Re-naming or Re-numbering	
Please state proposed use of site/development: e.g. Residential/Commercial/Mixed Use	

5. SUGGESTED PROPERTY NAME(S)/NUMBER(S) (in order of preference)	Please state which level each unit is on e.g. Ground Floor

For larger schemes or if you require more space than provided above, please attach an additional sheet with an accommodation schedule or a list of preferred names/numbers.

6. FEES	FEES DUE
	<p>TOTAL: £ <input data-bbox="1289 163 1484 212" type="text"/></p> <p>If you are unsure of the fee, please provide us with a breakdown of the quantity of roads, units and/or dwellings you are creating and we will calculate it for you:</p> <p>Number of new roads: (Each new road £510) <input data-bbox="1268 403 1463 452" type="text"/></p> <p>Number of block/building names: (Each new name £280) <input data-bbox="1276 517 1471 566" type="text"/></p> <p>Number of flats (including maisonettes/duplex): (Each new flat £90) <input data-bbox="1273 631 1468 680" type="text"/></p> <p>Number of houses: (First/One house £140, houses 2-49 £90 each, houses 50+ £65 each) <input data-bbox="1276 745 1471 795" type="text"/></p> <p>Number of commercial/retail (non-residential) units: (Each new unit £90) <input data-bbox="1276 891 1471 940" type="text"/></p> <p>Re-numbering, re-naming or regularisation of existing: (Each property £90) <input data-bbox="1276 1010 1471 1059" type="text"/></p> <p>Name/house name to an existing residential dwelling: (Each property £100) <input data-bbox="1276 1124 1471 1173" type="text"/></p>

Checklist for Street Naming and Numbering Applications

In order for your SNN application to be processed we require the below as a minimum with your submission:

You **must** include:

- Proposed addresses in order of preference.
- Floor plans for all levels with access routes, units/plots, mailboxes (if applicable) and entrances clearly marked.
- Correct fee.
- Site location plan.

For developments creating 4 or more new dwellings please include the following additional information:

- Site layout plan to include plot numbers showing proposed buildings/dwellings.
- Floor plans/layouts indicating plot numbers and floor levels.
- A schedule of accommodation (including tenure and type).

Declaration:

By signing you confirm that all information provided on this application form is accurate and that you accept the appropriate fees and agree to provide the relevant information to assess the application and make payment before the application is processed.

Signed:

Date:

On behalf of applicant:
e.g. agent

Date:

Payments can be made over the telephone with a credit/debit card (except American Express and Solo) on 020 8708 2913.

Forms can be completed and emailed directly to SNN@redbridge.gov.uk

The information supplied on this form will not be published online nor sold to external third-party companies and will only be retained for the purposes of the Street Naming and Numbering application process. Refer to the [Council's Privacy Notice](#) for more information.