



Mansfield District Council

*Creating a District where
People can Succeed*

MANSFIELD DISTRICT COUNCIL

STREET NAMING & NUMBERING

Application for Postal Addressing

<u>Office use only</u>
Application Ref. No. _____
Date received _____
Fee received _____
Receipt No. _____

1. Applicant Details

Name: _____

Company name: (If applicable) _____

Contact address _____

Telephone Number: _____
Email address: _____

2. Application Details

Approved Planning Application Reference No.
Development Address/Location

3. Type of Application (please tick)

New Street Names and Postal Numbers (Go to Section 4)	
New Postal Numbers on an existing street (Go to Section 5)	
Amendments to previously addressed properties (Go to Section 5)	

Please include a copy of the approved plan of the development site showing plot layouts with the correct plot numbers clearly marked **with all applications**. This should be at a scale that shows the whole development. Please note that once a street has been named and/or numbered in accordance with the submitted plans, if any changes are required, further charges will be incurred.

4. New Street Names (if applicable)

Please provide the name of the street(s) that you would prefer. The Local Authority will suggest names if you do not have any preference. No proper names or no duplicate names within the District are allowed.

Preferred Street Name(s)
Alternative Names

New Postal Numbers on new streets

Total number of properties requiring addressing

5. New Postal Numbers on an Existing Street

Please complete this section for smaller developments on existing named roads and/or where a new street name is not required.

Name of existing street

Total number of properties requiring addressing

6. Total Fee required with this application (see attached schedule)

Total Number of New Streets	
Total Number of New Properties on either new or existing streets	
Total Fee Payable	£

7. Declaration

By signing the box below and submitting this application to the Council you are confirming that you are the legal owner of the property/development and as such have the right to make the application.

Name	Signature	Date
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Please return form to – Planning & Regulatory Services, Civic Centre, Chesterfield Road South, Mansfield, Notts NG19 7BH or by email to psc@mansfield.gov.uk

STREET NAMING & NUMBERING – FEES AND CHARGES

	<u>FEE – VAT Exempt</u>
New numbering for single unit on a named road	£42.70
New numbering for 2 – 5 units	£79.60
New numbering for 6 – 10 units	£106.10
New numbering for 11 – 20 units	£265.30
New numbering for 21 – 50 units	£530.60
New number for 50+ dwellings/units	£530.60 + £10.40 per unit
New Street Name (charge in addition to numbering of units above)	£132.70
Rename or renumber an existing unit	£42.70
Register an existing unit	£42.70
Rename an existing street	£132.70 + £26.00 per unit
Change in Plot numbers or plot positions	£79.60 + £26.00 per unit