

Windmill Estate Maintenance Company Ltd
Application for Consent

Introduction:

Any resident considering any form of external addition or alteration to their property for which the deed of covenant requires permission to be sought from Windmill Estate Maintenance Company Ltd (“WEMC”) (including but not limited to fences, hedges, extensions etc.) must make an application to the local authority in advance of submitting any request to WEMC. Residents will need to provide a completed application form (see below):

1. Their full property address.
2. Details of any alternative correspondence address, if applicable.
3. A detailed description of the works you intend to undertake, supported where possible by plans and photos.
4. Consent from the local authority, or confirmation in writing from the local authority that their permission isn’t required.

The request is to be made in writing to the secretary, either posted to **X** or sent via email to **X**. WEMC will then review the application and aim to respond to the application within 28 days.

No works are to be undertaken without the express written and signed consent of WEMC by way of a consent document (see attached); failure to adhere to these conditions will be seen as a breach of the deed of covenant.

Windmill Estate Maintenance Company Ltd

Application for Consent Form

Full Property Address	Correspondence Address (if different)

Are you the current owner of the Property?	Yes / No
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Description of works for which consent is requested

Have you attached plans to support your application?	Yes / No
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Have you included photos to support your application?	Yes / No
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Have you included the local authority response?	Yes / No
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Please note that not providing plans or photos to support your application may lead to delays in a decision and may result in an application being rejected. Not including a copy of the local authority response will result in an immediate rejection of your application.