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| A black and white windmill  Description automatically generated | **Windmill Estate Maintenance Company Ltd*****Registered in England No: 01034403*****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 alterations, extensions, boundaries etc, must make an application to the local authority in advance of submitting any request to WEMC.

To submit a request to WEMC, residents are required to complete this form in full and include the following information if applicable:

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. If applicable, consent from the local authority, or confirmation in writing from the local authority that their permission isn’t required.

The request is to be sent via email to wemc67@yahoo.co.uk. 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, failure to adhere to these conditions will be seen as a breach of the deed of covenant.

If WEMC consent to the works, a confirmation letter will be sent to you for your records and maybe required if you choose to sell your property.

**Application for Consent**

Please complete the following in full and return along with any plans or photos to support your application. Please include a copy of the local authority response if applicable.

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| **Applicants Details** |
| Full Name(s): |  |
| Email Address: |  | Telephone No: |  |

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| Are you the current owner of the property? |  Yes: |  |  No: |  |

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| **Full Property Address** |  | **Correspondence Address (if different)** |
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| Post Code: |  |  | Post Code: |  |

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| **Description of works for which consent is requested** |
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| 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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| If applicable, have you included the local authority’s response? |  Yes: |  |  No: |  |

**PLEASE NOTE 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 (if applicable) will result in an immediate rejection of your application.**