Building Control
County Hall,
Colliton Park,
Dorchester,
Dorset, DT1 1XJ
buildingcontrol@dorsetcouncil.gov.uk
01305 252254

Change of Duty Holder

This information must be provided to Building Control following the changes to the appointment of duty holder roles. It can be completed and submitted by a third party but must be signed by the client.

Application Ref:	
Site Address:	

Full name of person providing this information:		
Address:		
Telephone Number:		
Email:		
Duty holder position to change:	Client	☐
	Principal Contractor	☐
	Principal Designer	☐

Person who previously held the role:	
Full Name:	
Company Name:	
Job Title:	
Address:	
Tel No:	
Email:	
Date appointed on project:	

Person now appointed to this role:	
Full Name:	
Address:	
Tel No:	
Email:	
Date appointed on project:	

Declaration:

I can confirm that as the principal (or sole or lead) contractor or principal (or sole or lead) designer of the above-mentioned Building Control application and I understand that I must fulfil my duty under Part 2A of The Building Regulations (duty holders and competence) of these regulations.

☐ **By typing my signature I agree to the duty holder requirements and agree to accept my typed name as my signature.**

Signed:	
Name Printed:	
Date:	

Client Declaration	
Full Name:	
Address:	
Tel No:	
Email:	

Declaration:

I confirm that the information contained in the notice is correct.

I have read and understood my responsibilities as a duty holder under Regulation 11 of the Building Regulations etc. (Amendment) (England) 2023 and I agree to this change in duty holder.

☐ **By typing my signature I agree to the duty holder requirements and agree to accept my typed name as my signature.**

Signed:	
Name Printed:	
Date:	

LABC