

PLEASE USE BLOCK CAPITALS

**SECTION 1**

**APPLICANT'S DETAILS**

Forename(s): \_\_\_\_\_

Surname: \_\_\_\_\_

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Town: \_\_\_\_\_

Postcode: \_\_\_\_\_

Tel: \_\_\_\_\_

Email: \_\_\_\_\_

**AGENT'S DETAILS** *(If Applicable)*

Forename(s): \_\_\_\_\_

Surname: \_\_\_\_\_

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Town: \_\_\_\_\_

Postcode: \_\_\_\_\_

Tel: \_\_\_\_\_

Email: \_\_\_\_\_

**Official Use**

Received:

Ref No:

**SECTION 2**

**LOCATION OF SITE:** \_\_\_\_\_

*Please enclose a site location map of scale 1:1250/1:2500 with site outlined in red and a site block plan of scale 1:500*

**STREET NAME SUGGESTIONS** *Please complete all alternatives*

1. Preferred choice \_\_\_\_\_

Rational \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. Alternative 1 \_\_\_\_\_

Rational \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. Alternative 2 \_\_\_\_\_

Rational \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## SECTION 4

### Fees

There is no fee required for this type of application.

## SECTION 3

### Advisory Notes and Declaration

This form should be completed and forwarded, along with the required accompanying information, to Antrim and Newtownabbey Borough Council Building Control, Mossley Mill, Carnmoney Road North, Newtownabbey, BT36 5QA. Please refer to guidance notes attached or for further assistance, please contact Building Control office on 028 90 340140.

Signed \_\_\_\_\_ Applicant/Agent Date \_\_\_\_\_

***Please read attached Guidance notes for Street Naming principles***

***Please enclose a site location map of scale 1:1250/1:2500 with site outlined in red and a site block plan of scale 1:500.***

### Privacy Statement

We are collecting information from you for the purposes of development naming and postal numbering. Our lawful basis is 6(1)(c) – processing necessary for compliance with a legal obligation. This is in accordance with the following legislation, The Local Government (Miscellaneous Provisions) (Northern Ireland) Order 1995 – Article 11. Information collected may be shared with other Council sections, Government agencies and relevant bodies. Information will not be transferred to countries outside the EEA. All information collected and processed may be subject to audit. The Council may also process the information for research purposes carried out in the public interest. All information will be held in accordance with the Council's retention and disposal schedule (see <http://www.antrimandnewtownabbey.gov.uk/Council>) and will be disposed of securely when no longer required. You have a number of rights with regard to data we hold on you – for further information see the Information Commissioner's website <https://ico.org.uk/for-organisations/guide-to-the-general-data-protection-regulation-gdpr/individual-rights/>

If at any point you believe the information we process on you is incorrect you can request to see this information and even have it corrected or deleted. If you wish to raise a complaint on how we have handled your personal data, you can contact our Data Protection Officer who will investigate the matter.

Data Protection Officer

Antrim Civic Centre, 50 Stiles Way, Antrim, BT41 2UB

T: 028 94 463113

E: [DPO@antrimandnewtownabbey.gov.uk](mailto:DPO@antrimandnewtownabbey.gov.uk)