

APPLICATION TO CHANGE A COMPANY NAME ON A PROPERTY

The Public Health Act 1925: Sections 17 & 18
Towns Improvement Clauses Act 1847: Sections 64 & 65

APPLICANT DETAILS	
Company Name	
Address <i>(inc. postcode)</i>	
Tel No.	
Mobile	
Email <i>(NB: If email address is provided all correspondence will be sent via email)</i>	

Existing Address <i>(address to be changed)</i>	
---	--

New Company Name: _____

Are you the registered owner of the property? <i>(If not we will need written confirmation from the owner that they have no objection to the change)</i>	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
--	-----	--------------------------	----	--------------------------

Sign _____	Date _____
------------	------------

<p>Please ensure you include the following:</p> <ul style="list-style-type: none">• Completed application form• Correct fee <i>(see separate website document entitled "Information on Fees")</i>• Site location plan

<p>Please return completed applications to:</p> <p>Address Information Team, Wiltshire Council, Bradley Road, Trowbridge, Wiltshire, BA14 0RD Tel: 01225 770508 / 770504 / 770517 Email: streetnaming@wiltshire.gov.uk</p>
--

APPLICATION TO CHANGE A COMPANY NAME ON A PROPERTY

GUIDANCE NOTES

Step 1

Complete the application form and submit to the Council, with the following documents:

- Site location plan
- Cheque (made payable to Wiltshire Council)

Step 2

The Address Information Team will, on receipt of the application:

- Check to ensure that the proposed name is not already in use in the local area. Any application to change the name of a property such that it would duplicate an existing property name, will not be acceptable.

Once agreement has been reached on a property name the Address Information Team will:

- Update our address database.
- Notify all relevant parties
- Send a Certificate of Postal Address to the applicant.