



The Moray Council
Environmental Services
Roads Services
Academy Street
ELGIN
IV30 1LL

FORM – EnvS/04/SNN2

FOR OFFICE USE ONLY

Tel: 01343 562518

Fax: 01343 545628

CIVIC GOVERNMENT (SCOTLAND) ACT 1982 STREET NAMING AND NUMBERING

APPLICANT DETAILS

Name:

Address:

Telephone Number:

Fax Number:

Signature:

Date:

Plan enclosed [†] Planning Application Ref No:

Building Warrant Ref No:

PLEASE ENCLOSE A SMALL SCALE LAYOUT PLAN (AND COMPOSITE FLOOR PLANS IN THE CASE OF FLATS)

NEW BUILDING NAME (OR CHANGE OF EXISTING NAME)

TICK HERE

Name and Current Address:

New Property Address:

Intended name may not repeat the full street name or the name of any other properties on the same street, it is also advised not to use the name of any nearby road or building

The Moray Council have a statutory duty under the above Act to provide street names and numbering of properties where appropriate for any new development. Once the name or number has been agreed it will then be officially allocated and all relevant bodies will be automatically notified.

You are advised to make requests for new property addresses **AS SOON AS YOU COMMENCE BUILDING WORKS** in order that new addresses can be allocated and confirmed prior to the building being occupied. (Procedures for new road / street names can take up to 3 months.)

Please send completed form via email to roadsdevelopmentcontrol@moray.gov.uk or by post to:
Transportation Manager, Environmental Services, Roads Service, Academy Street, ELGIN, IV30 1LL