

Unilateral Undertaking Request Form

1. Owner Details		Second Owner Details (if relevant)	
Full Name		Name Full	
Address including Post Code	<input type="text"/>	Address including Post Code	<input type="text"/>
Tel No		Tel No	
Email		Email	
Are there any other land owners? Yes <input type="checkbox"/> No <input type="checkbox"/>		If yes, please provided details on a separate page	

2. Agent Details	
Full Name	<input type="text"/>
Address including Post Code	<input type="text"/>
Tel No	<input type="text"/>
Email	<input type="text"/>

3 The Site / Property / Application No.
Full address or location of the site. If you already have an application number, please include this also. <input type="text"/>
Please supply a location plan showing the site outlined in red.

4 Title Number
Title number(s) of the site <input type="text" value="EX"/>
Please supply an up-to-date copy of the Register(s) and Title Plan(s) from Land Registry

5. Mortgage Details		6. Solicitor Details - Must be provided if the land is not registered at Land Registry	
Is there a mortgage or legal charge on the property? Yes <input type="checkbox"/> No <input type="checkbox"/>		Name of Solicitor	<input type="text"/>
Name of Mortgage Company	<input type="text"/>	Firm	<input type="text"/>
Address including Post Code	<input type="text"/>	Address including Post Code	<input type="text"/>
Tel No	<input type="text"/>	Tel No	<input type="text"/>
Email	<input type="text"/>	Email	<input type="text"/>

7. Details of Development and Public Open Space and Community Contribution	
Full description of application	<input type="text"/>
Number of Residential Units	<input type="text"/>
Number of bedrooms per unit	<input type="text"/> x 1 bed dwellings <input type="text"/> x 3 bed dwellings <input type="text"/> x 2 bed dwellings <input type="text"/> x 4+ bed dwellings
Calculated Public Open Space Contribution	<input type="text"/> £
Calculated Community Contribution	<input type="text"/> £
payable prior to commencement (see website for current contribution figures)	

8. List of information to be submitted	
Please ensure the following are enclosed (please tick)	
<input type="checkbox"/>	Signed Ordnance Survey Based Plan showing site edged red
<input type="checkbox"/>	Land Registry and Title Plan (can be provided electronically)

9. Signature	
I (we) the applicant(s) (delete as appropriate) do hereby undertake to pay the Council's legal fees of £500 for the drafting and completion of the unilateral undertaking, which payment should be made directly to the Council's Legal Department. In the event that this sum is unpaid, the Council reserves the right to take action to recover the outstanding debt.	
<input type="text"/>	<input type="text"/>
Date	Signed

Please send the completed form and enclosures to:-
 Planning Services, Rowan House, 33 Sheepen Road, Colchester, CO3 3WG or email planning.services@colchester.gov.uk