



**Mansfield
District Council**
*Creating a District where
People can Succeed*

MANSFIELD DISTRICT COUNCIL

STREET NAMING & NUMBERING

**Application to add or change the
Name of an existing property**

<u>Office use only</u>
Application Ref. No. _____
Date received _____
Fee received _____
Receipt No. _____

1. Applicant Details

Name:
Contact address:
Telephone Number:
Email address:

3. Type of Application (please tick)

I would like to change the house name in my address	
I would like to add a house name to my address	

4. Current full Property Address

5. Proposed Change/Amendment

6. Please include with your application

- a site location plan clearly showing the location of your property
- the appropriate fee of £49.87 which should be paid by debit or credit card by calling 01623 463063.

7. Declaration

By signing the box below and submitting this application to the Council you are confirming that you are the legal owner of the property/development and as such have the right to make the application.

Name	Signature	Date
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Please return form to – Development Services, Civic Centre, Chesterfield Road South, Mansfield, Notts. NG19 7BH or by email to psc@mansfield.gov.uk

General Data Protection Regulation 2016 (GDPR) / Data Protection Act 2018 (DPA) - Privacy Notice.

Under the GDPR and DPA, Mansfield District Council, Chesterfield Road South, Mansfield, Notts. NG19 7BH is a Data Controller for the information it holds about you. The Council will hold the contact details provided by you for processing this request. The lawful basis under which the Council uses personal data for this purpose is Public Tasks.

Your data will be held in perpetuity. Subject to some legal exceptions, you have the right to request a copy of the personal information the Council holds about you; to have any inaccuracies corrected; to have your personal data erased; to place a restriction on our processing of your data; to object to processing; and to request your data to be ported (data portability). The information provided by you may also be used for other functions carried out by the Council in accordance with GDPR and DPA. For more information about how the Council may use your data and to learn more about your rights please see the Council's Privacy Statement www.mansfield.gov.uk/privacy

If you have any concerns or questions about how your personal data is processed, please contact the Council's Data Protection Officer at the above address or by email to dpo@mansfield.gov.uk . If you are dissatisfied with the Council's response you can complain to the Information Commissioner's Office in writing to: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF or by telephone 0303 123 1113 (local rate) or 01625 545 745.