



**Building Standards Service  
NOTIFICATION OF CHANGE TO DULY  
AUTHORISED AGENT  
Building (Procedure) (Scotland)  
Regulations 2004**

Note: Only the original applicant as stated on the building warrant may change the duly authorised agent.

**Address where the work is taking place**

Building Warrant Reference Number .....

House No./Plot/Building Name .....

Street/Road Number (if no street) .....

Village/Town .....

Post Code .....

**Name and Address of duly authorised Agent**

**The duly authorised agent (if any) is to change from that indicated on the building warrant.**

**The revised details of my new agent are provided.**

Agent .....

Street/Road Number (If no street) .....

Village/Town/City .....

County .....

Post Code .....

Telephone .....

E-mail .....

**Signed** ..... **as applicant**    **Print Name** ..... **Dated** .....

**Send this form to: -**

ePlanning Team  
Aberdeenshire Council  
Viewmount  
Arduthie Road  
Stonehaven  
AB39 2DQ

Or email: [planningonline@aberdeenshire.gov.uk](mailto:planningonline@aberdeenshire.gov.uk)