

Registration  
number

Date



You should fill in this form if you suspect that an unauthorised activity or operation is taking place which is in breach of planning or advertisement law. Please give us as much information as possible about the site and the activity, and include any photos you might have.

The personal details that you put on this form will be treated as confidential and will not be published without your permission. As a general rule, we do not deal with anonymous complaints. The only time we might investigate such a complaint is when we suspect that a serious breach is taking place.

### Your details

**Name**

**Address  
and  
postcode**

  

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**Phone number**

**Mobile**

**Fax number**

**E-mail**

### Details of the site where the suspected breach is taking place

**Site location  
or address**

  

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**Occupier's or owner's name  
and contact details (if known)**

  

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### A description of the suspected breach

**Please describe in detail the suspected breach of planning that you would like us to investigate.**

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**For office use only**

Please email this form to us at [planningenforcement@guildford.gov.uk](mailto:planningenforcement@guildford.gov.uk), deliver it to our Planning Helpdesk on the second floor of Millmead House or post it to Planning Enforcement, Guildford Borough Council, Millmead House, Millmead, Guildford. GU2 4BB. If you have any questions about filling in this form, please phone us on 01483 444627.