

Building Control Acts 1990 and 2007

7 Day Notice Statutory Declaration

Fire & Building Control
Monaghan County Council
Monaghan Fire Station
Annahagh
Monaghan
Co. Monaghan

OFFICIAL USE

Date Received _____
Register Ref. _____
Entered on _____
Entered by _____
Fee Received _____

I/We _____

of _____

do solemnly and sincerely declare that I/We have made an application to the above Building Control Authority for a Fire Certificate in respect of works commencing not less than 7 days from this date.

Description of works: _____

located at _____

Pursuant to Article 12 of the Building Control Regulations 1997 to 2009 and I/we solemnly declare that the application has been completed in full and complies in all respects with the relevant provisions of the Building Control Regulations.

I/We further solemnly declare that any works that have commenced before the grant of the Fire Safety Certificate will comply fully with the Building Regulations and I/we will, within such period as may be specified by the Building Control Authority, carry out any modification of such works that is required by or under the Fire Safety Certificate, including any condition(s) attached to the Fire Safety Certificate when granted by the Building Control Authority.

Signed: _____

Date: _____

Signed in the presence of Commissioner of Oaths:--

Name: _____

Address: _____

Signature: _____

Commissioner of Oaths

Warning: It is an offence for a person to knowingly or recklessly make a Statutory Declaration that is false or misleading in a material respect.

Data Protection Notice pursuant to the Data Protection Acts 1988-2018 (as amended) and the General Data Protection Regulation (GDPR)

Fire & Building Control – 7 Day Notice Statutory Declaration

The purpose of this notification is to set out some information regarding the collection and processing of your personal information by Monaghan County Council (the 'Council'). During the course of its activities the Council collects, stores and processes the personal data of its service users in order to provide the most effective and targeted range of services to the citizens, communities and businesses of County Monaghan. The Council is the data controller in respect of this data.

For full details of the collection, processing and sharing of your personal data by the Council and your rights in this regard, please see our Privacy Notice which is available at [Privacy Notice](#).

What type of personal data is collected and processed?

The types of personal data that we collect, and process includes your:

- Name and address

There is no Special Category Personal Data collected.

Why does the Council collect this personal data?

The council collects this information in order to manage and administer the relationship between you and us for the purpose of assessing and processing your 7 Day Notice Statutory Declaration.

We require your contact details in order to communicate effectively with you as part of this relationship with you. Please note that to help protect your privacy, we take steps to verify your identity before granting access to personal data. These contact details may also be used to verify your identity.

Lawfulness of processing

We process this personal data

- In the exercise of official authority vested in the Council as the Controller by virtue of its statutory functions set out under the Building Control Act 1990 & 2007 and Article 6 (1) GDPR.
- Fire & Building Control act as a Statutory Authority.
- Where necessary to comply with Monaghan County Council's legal obligations.

What information about you is obtained from others?

N/A

Who does the Council share your information with?

N/A

What will happen if the personal data requested is not provided?

If the application form is not completed in full and all the requested information provided, the council will not be able to process this application.

For full details of the collection, processing and sharing of your personal data and your rights in this regard, please see the Council's full Privacy Notice at: www.monaghan.ie/privacy-notice/.

For further details of the collection, processing and sharing of your personal data relevant to this application form please see <https://monaghan.ie/firebuildingcontrol/data-protection-privacy-notice/>