London Borough of Lewisham **PLANNING INFORMATION SERVICE** **Request Form**	PI Enq No. _____ *(office use only)*

Description of Information required

Your Details:

Name:	
Address:	
Post Code:	
Phone Number:	
Email address:	

Please use our website to select the Planning Information service you require and the corresponding fee.

£

Note: Please note that we will not deal with your request for advice until we receive payment. All payments for the Planning Advice Service are made by phone and therefore we ask for a contact number to be provided so we can contact you to take a secure payment. We no longer accept payment by cheque.

A 24 hour notice is required for any refund or meeting cancellations.

Disclaimer: Any planning advice given by officers, either orally or in writing in the course of their duties, is offered in good faith and is based on the information/evidence provided. Advice is offered without the benefit of a site visit or the involvement of other consultees (both internal and external), neighbours or other interested parties. Such advice is therefore the personal opinion of that officer and is not a formal decision of, nor are they binding on, the Local Planning Authority. The Local Planning Authority will only be bound where a formal application is submitted and a formal decision is issued in writing.