



**LOCAL LAND CHARGES  
DACORUM BOROUGH COUNCIL  
THE FORUM  
MARLOWES  
HEMEL HEMPSTEAD  
HERTS  
HP1 1DN**

**TELEPHONE: 01442 228219/228220**

**EMAIL: [land.charges@dacorum.gov.uk](mailto:land.charges@dacorum.gov.uk)**

### **NOTICE FOR PERSONAL SEARCH AGENTS.**

- **Dacorum Borough Council operates an appointment system for access to the Local Land Charges Register.**
- **An appointment can be made by telephoning the above numbers.**
- **Our appointment times are between 9.30 and 11.30 Monday to Friday.**
- **Please note that there is a maximum of 5 addresses per appointment, in order to ensure fair access to all.**
- **We endeavour to accommodate requests according to our current turnaround time, depending on demand for appointments and staff availability.**
- **We require an up to date site location plan clearly indicating the curtilage you wish to search. Please attach the plan to your email to confirm the appointment time and date.**
- **A print out of the Local Land Charges Register will be provided to inspect free of charge until Public Access to the Register is made available.**

### **PERSONAL SEARCH ACCESS TO CON29 INFORMATION.**

**The Local Land Charges Team will only provide replies to Q1.1 (j) (k) & (l) & Q3.8 Building Regulations information, if requested. This will remain free of charge until Building Control Public Access is made available.**

**Please see form entitled CON29 INFORMATION 2016 for instructions on how to access the data to answer other CON29 questions.**