# Registration Review Request Form

Before completing this form please ensure you have read the accompanying guidance notes. All sections marked \* are essential; please complete all other sections as fully as you can.

# Your review request must be made within 28 consecutive days from the date of our decision letter, preferably by email. We will not extend this deadline except in very exceptional circumstances.

## Sharing of Information with interested parties

Historic England is subject to both the Freedom of Information Act and the Environmental Information Regulations. Any information that you provide to us may become publicly available. The decision on disclosure is subject to a number of exemptions, including the provisions in the Data Protection Act 2018/GDPR.

We will always store your personal details securely. We collect data that you provide to us and only ever collect the information we need in order to carry out our statutory purposes and that helps us to deliver and improve our services. We will only share personal data when we are required to by law. If you would like to know more or understand your data protection rights, please take a look at our [Privacy and Cookies policy](https://historicengland.org.uk/terms/privacy-cookies/). For a hard copy of the privacy policy please contact us.

## Section A – Key dates\*

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| Date of the decision notification letter |

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| --- |
| Date of this review request |

## Section B – Applicant information \*

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| --- | --- |
| Name (including name of organisation representing where applicable) | |
| Your contact address including postcode | |
| Preferred telephone number | Alternative telephone number |
| Email address | |

## Section C – Details of the site \*

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| Site name as it appears on the advice report |
| Site address or location as it appears on the advice report |
| Historic England case reference number |

## Section D – Brief summary of your grounds for review \*

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## **Section E – Full grounds for review \*** Please refer to supporting documentation where appropriate

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Please continue on a separate sheet if necessary.

## **Section F – Supporting documentation** Please list the titles of any supporting documentation submitted. You should not submit documents previously considered during the registration assessment.

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Please continue on a separate sheet if necessary.

## Section G – Substantiated threats to the site

Is the site the subject of a planning application, or the subject of existing planning permission or consent?

Yes  No

Is the site the subject of pre-application discussions with the local authority? Yes  No  Not known

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| --- |
| Please give brief details of the above threats: |

## Section H – Information regarded by you as confidential

If you regard the information you have submitted in support of a review to be confidential please explain why below. Please remember that, in certain circumstances, a review may not be possible without disclosure of information provided by you to interested third parties.

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Please continue on a separate sheet if necessary.

## Submitting your registration review request

Please submit your completed Review Request Form with any supporting evidence, **preferably by email**, to: [Listing.Enquiries@HistoricEngland.org.uk](mailto:Listing.Enquiries@HistoricEngland.org.uk) (file attachments may not exceed 30 MB). Documents submitted by email do not need to be provided in hardcopy as well.

If you do not have access to email, or your documents exceed the 30MB limit, review requests may be posted to:

Listing Team

Historic England

4th Floor, Cannon Bridge House

25 Dowgate Hill

London

EC4R 2YA