



**Section 106 Legal Agreement Proforma
relating to Heathlands Mitigation Strategic Access Management and
Monitoring (SAMM), and where applicable to Affordable Housing**

**The information you provide on this form is required for the completion of
the Section106 Agreement**

**If you are completing this form you will have already completed a 'Commuted
Payments/Financial Contribution Instruction Sheet' and elected to enter into a Section 106
Legal Agreement.**

**A minimum charge of £225.00 (unless previously agreed) will be made for the Council's legal
costs for the preparation and completion of the Section 106 Agreement. This amount will be
requested by Legal Services at the time the S106 is prepared.**

To be completed by the applicant/agent

- A** Land/Property Address
.....
- B** Registered Title No.
.....
- C** Owner(s) Full Name
.....
.....
- D** Owner(s) Full Address
.....
.....
- E** Mortgagee(s) Full Name
.....
- F** Mortgagee(s) Full Address
.....
- G** Date of Mortgage
.....

Form continues on reverse

You MUST enclose with this form:

- **Up to date Land Registry ‘Official Copy’ of the Title to the Land (including all Leasehold Titles) which must be dated within the last 3 months and**
- **The colour copy of the Land Registry Title Plan**
- **One copy of a location plan, on A3 or A4 paper with the site edged in RED (scale preferable 1:1250) (this can be a copy of the same plan that you have submitted with your planning application provided it is A4 or A3 but must not be a further copy of the Land Registry Title Plan)**

Owners Solicitors/Agents Name and Address (inc. email address - which is our preferred contact)

.....

Name and Address (including email) of person to who draft agreement to be sent (if different from above) *our preferred contact is via email*

.....

IMPORTANT: In view of the financial implications contained in the Section 106 Agreement or Unilateral Undertaking it is advisable to obtain independent professional advice from either your solicitor or planning consultant.

Please return the completed form to:
 Planning Services, BCP Council, Town Hall Annexe,
 St Stephen’s Road, **Bournemouth** BH2 6EA

Planning Services Use Only: Instructions to Legal Services

Amount of Heathlands (SAMM) Contribution	£.....
Heathlands Admin Fee	£.....(minimum £75;maximum£1,000)
Amount of Affordable Housing Contribution	£.....
Affordable Housing Admin Fee	£..... (£200)

Any other instruction:

Application Number.....Registration Date.....

Instructing OfficerTarget date for Decision.....

Signed..... Date

For and on behalf of the Head of Planning Services