



CHANGE OF PROPERTY NAME

Please use this form to register a new or changed name for a residential or commercial property that you own in Aberdeenshire. The information you provide will help the Council carry out its duties under the civic Government (Scotland) Act 1982 section 97(a), which gives local authorities the power to name streets and number premises and to require owners to fix or paint numbers on premises. Please read the guidance notes overleaf before completing the form.

Property owner details:


Name

Contact Address

..... Postcode.....

Telephone..... Email.....

Property address details:

1. Current address of property (if different from contact address):
2. New address of property:
3. I enclose a site map showing the property to be named/renamed. 

I certify that I am the owner of the above property.

Signed Date

Please see overleaf for the return address for the completed form and map.

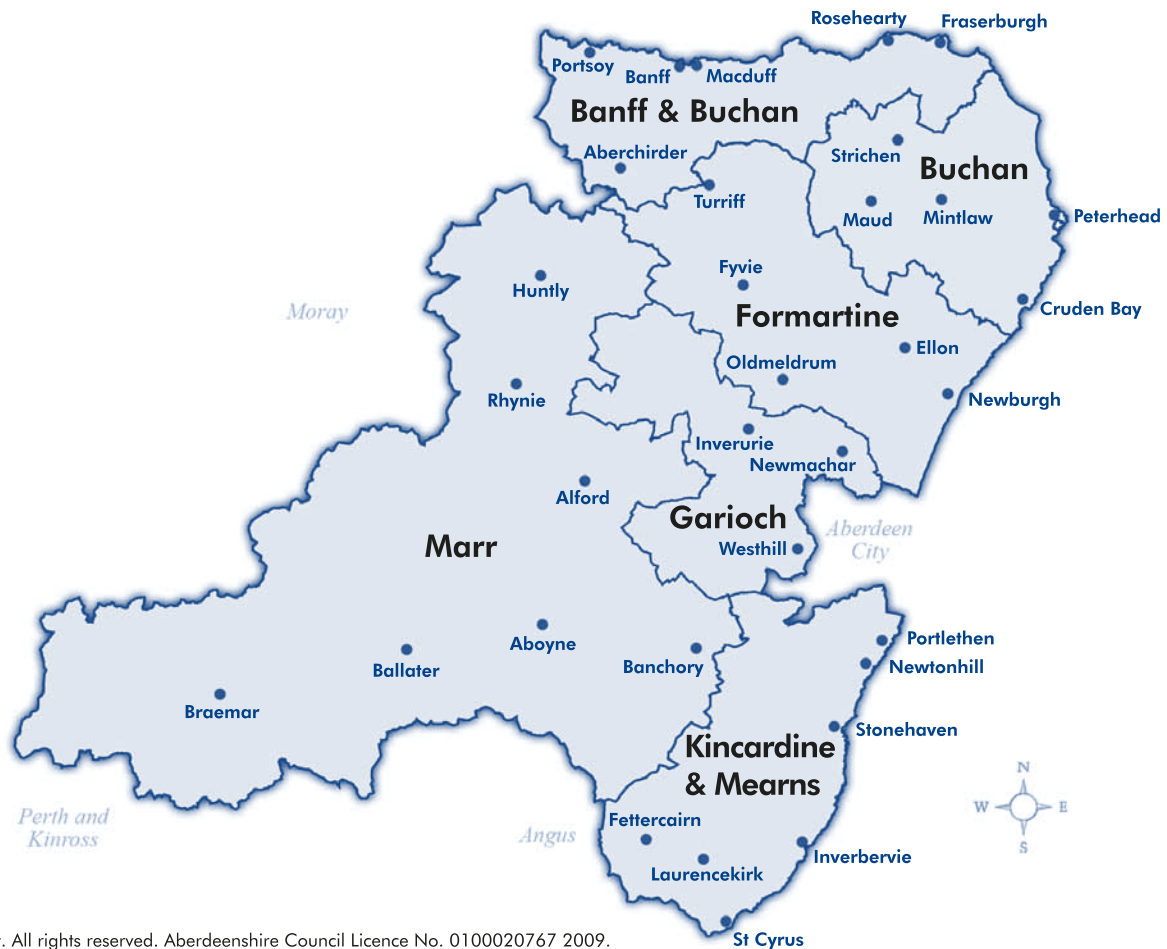
Please see overleaf for the return address for the completed form and plan.

Guidance Notes

Please complete this form if you wish to register a new or different name for a property that you own in Aberdeenshire. The Council will liaise with Royal Mail as appropriate. Note that if your property is numbered, the number will be retained as part of the official property address.

You must supply a detailed map showing the property location. If necessary, use the Council website to get a suitable map: <https://online.aberdeenshire.gov.uk/apps/local/map.asp>

Please send the completed form and associated map to the relevant address shown below.



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For Banff & Buchan and Buchan Areas:

Infrastructure Services
Cape House
Seafield Street
BANFF
AB45 1ED

Banff & Buchan (01467 538525

Buchan (01467 537839

✉ snn.banff@aberdeenshire.gov.uk

For Garioch and Formartine Areas:

Infrastructure Services
Gordon House
Blackhall Road
INVERURIE
AB51 3WA

Formartine (01467 534271

Garioch (01467 533234

✉ snn.inverurie@aberdeenshire.gov.uk

For Marr and Kincardine & Mearns Areas:

Infrastructure Services
Carlton House
Arduthie Road
STONEHAVEN
AB39 2QP

Kincardine & Mearns (01467 534511

Marr (01467 539770

✉ snn.stonehaven@aberdeenshire.gov.uk

OFFICIAL USE ONLY

Advise Royal Mail	[]	RM Confirmation	[]
Advise CAG Team	[]	UPRN	[]
Advise Council Services	[]	Advise applicant	[]