

How will you ensure your newly installed windows and doors comply with Building Regulations?

Declaration of Building

This declaration confirms that the work completed by a member of the BM TRADA Scheme for Replacement Windows and

The work has been declared by the installer in accordance with regulation 4 and 7 of the Building Regulations

Property Address:

15 Salt Ash Road
Letchworth
Buckinghamshire
AY12 3PN

Declaration Number: 78216

The work detailed below has been notified to BM TRADA Certification Ltd:

Installation Company: Smart Installations

Registration Number: 56116

Installation Date: 18 August

Number of Windows Installed:

Number of Doors Installed: 2



**By choosing a member
of our Competent Person
Scheme you will meet
your legal requirements**

BM TRADA

If you are having replacement windows or doors fitted, you need to make sure that the work meets Building Regulations and your installation has been registered with Local Authority Building Control (LABC). Failure to comply with Building Regulations could make your building unsafe or energy inefficient and may lead to problems when you come to sell your property in the future as your legal advisors will request a copy of your Building Regulations compliance certificate.

By choosing an installer who is a member of the BM TRADA Competent Person Scheme, you can be reassured that your installation will meet the necessary requirements, with a certificate provided directly by us.

What are Building Regulations and why do we need them?

The Building Regulations for England and Wales are a set of standards which apply to most types of buildings, including houses and other types of dwellings. They are designed to make sure that the places in which we live and work are safe, healthy and conserve fuel and power.

If you modify your home, for example by changing your windows and doors, it is a legal requirement to comply with the relevant Building Regulations and notify the work to LABC.

The BM TRADA Competent Person Scheme:

- ✓ Checks your installer is able to meet the Building Regulations
- ✓ Acts on behalf of LABC to provide approval for each installation
- ✓ Gives you peace of mind that your installer is qualified and regularly checked
- ✓ Gives you a certificate to show that the work is approved
- ✓ Ensures that LABC are told about your installation
- ✓ Is approved by the Department for Communities and Local Government (DCLG)



How can you check that an installer is a member of the scheme?

All certified installers are given a certificate (shown below).

However, we strongly recommend you check your installer is certified through our website www.bmtrada.com



What has your installer done to become certified?

In order to become a certified member of the BM TRADA Competent Person Scheme for Replacement Windows and Doors in Dwellings, every installer is required to complete the following:

Prove to us (BM TRADA) that they meet our scheme requirements.

Prove to us that they provide a guarantee to all customers that their work will meet Building Regulations and that they will resolve any non-compliance issues.

Prove to us that they offer insurance to their customers to cover their guarantee, in case their company ceases to trade*.

Prove to us that they provide insurance to their customers to cover any deposits taken*.

Have their work checked by us through an initial audit at one of their customer's sites.

ONCE CERTIFIED

Ongoing work is regularly inspected by us.

We are given details of all installations, which are then forwarded to LABC, confirming compliance with our scheme.

* Note: BM TRADA does not track or take responsibility for individual insurance policies. It is therefore your responsibility to ensure that you obtain policy documents from your insurance company and retain them in case you need to make a claim.

After your installation

After your installation has been completed, we will send you a letter and certificate (example shown). This confirms that your installation has been carried out by a member of our scheme and that we have told LABC that it meets the requirements of the scheme. You do not need to do anything further.

If you do not hear from us within 28 days of completion of your installation, please email us on cps@bmtrada.com.

Please keep your certificate, as your legal advisors will require it when you sell your property in the future.

For more information on Competent Persons Schemes, please visit the DCLG website at www.communities.gov.uk/publications/planningandbuilding/buildingworkleaflet



cps@bmtrada.com



bmtrada.com



+44 (0) 1494 569700