

## Request 8617 – Completion Notices

In accordance with the provisions specified within the above Act I hereby request the following information or an update of the information since the last request. All information requested relates to Completion Notices served on commercial properties served under schedule 4A to the Local Government Finance Act 1988. Required Information;- copies of all Completion Notices served since 1/1/2017. If this is not possible due to time constraints, please can you provide us with a list in an electronic spreadsheet format with the following information;

- The address of the property being deemed complete by the notice.
- The date the Completion Notice was issued
- The date the property was entered into the Rating List
- The recipient company name
- The address to which the notice was sent

The Act requires that a response be provided within a period of 20 working days from the date hereof. In my experience this request for information falls within the parameters of the Act.

If you require clarification on any of the points above or should you wish to discuss this further then please do not hesitate to contact me.

### Response

Thank you for your request for information above, which we have dealt with under the terms of the Freedom of Information Act 2000.

I hope the attached spreadsheet answers your query.

We aim to provide a high quality service to you and hope that you are satisfied with this response. If you have any further questions, please do not hesitate to contact us.