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| **ESearch** **Official Local Authority Searches**Local Land Charges, Riverside House,Main Street ROTHERHAM S60 1EA |  |

|  |  |
| --- | --- |
| **Company Name and Address** |  |
| **Email/Phone** |  |  |
| **Completed by/Ref/Date** |  |  | enter date |

**Your Details:**

|  |  |
| --- | --- |
| **Property Address****[please attach a plan]** |  |
| **Box C (additional roads,****maximum 3 roads).** |  |

 **Search Details:**

 **Search Types Required**

 **(Fees from 1st April 2024)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **LLC1 £27.00** |[ ]   | No. of extra parcels @ £1 each: |   |  Subtotal: £ |   |
| **Con29R £110.00** |[ ]   | No. of extra parcels @ £6.00 each: |   |  Subtotal: £ |   |
| (Con29R fees include VAT) |  |
|  **Subtotal: £** |  |
|  |  |
| **Con29O** **Optional Enquiries** **Q4 FREE,** all others £12.00 each except Q22 [£24.00] – NB All fees include VAT): |   |
|  4 | Road proposals by private bodies Free |[ ]  14 | Simplified planning zones |[ ]
|  5 | Advertisements |[ ]  15 | Land maintenance notices |[ ]
|  6 | Completion notices |[ ]  16 | Mineral consultation & Safeguarding Areas |[ ]
|  7 | Parks & countryside |[ ]  17 | Hazardous substance consents |[ ]
|  8 | Pipelines |[ ]  18 | Environmental & pollution notices |[ ]
|  9 | Houses in multiple occupation |[ ]  19 | Food safety notices |[ ]
| 10 | Noise abatement |[ ]  20 | Hedgerow notices |[ ]
| 11 | Urban development areas |[ ]  21 | Flood Defence & Land Drainage Consents |[ ]
| 12 | Enterprise zones & LDOs |[ ]  22 | Common Land & Town or Village greens |[ ]
| 13 | Inner urban improvement areas |[ ]   |  |
|   |  |  **Subtotal: £** |   |
|  **TOTAL: £** | **137.00** |
|  **I am submitting payment by**  |  |  **BACS** | [ ]  **WE** | **WEB** [ ]  |  |
| ***By submitting this form you agree to the attached terms and conditions*** |  |
| **Use box below for any additional payment details:**  |
|   |

|  |  |  |  |
| --- | --- | --- | --- |
| **Office Use** | LLC1: **The search requested above reveals****Registrations described in the Schedule** Con29: **See attached Replies (if any)** |   | Search Number:Signed:On behalf of : **Rotherham MBC**Date:  |
|  |

**Payment Methods**

**PLEASE NOTE: THIS FORM MUST BE SENT AS AN EMAIL ATTACHMENT IN WORD FORMAT (NOT AS PDF)**

**NB: WE NO LONGER RECEIVE PAYMENTS BY CHEQUE OR OVER THE TELEPHONE**

**Payment via the Web:**

Please use the following link: [RMBC eStore](https://www.civicaepay.co.uk/RotherhamEstore/estore/workflow/Register/default/Account/Login?ReturnUrl=%2FRotherhamEstore%2Festore%2Fworkflow%2FRegister%2Fdefault%2FHome%2FIndex) to pay with Debit /Credit card.

**Payment by Bankers Automated Clearing Services (BACS):**

When instructing your bank to pay for ESearches, please remember to include our internal Cost Centre (235100) and **as much of search address as possible** in the NARRATIVE field on the payment details. The payment must be made on **submission** of this form. **Please also send a Remittance Advice with this Eform.**

Title of Account: Rotherham Borough Council

 Direct Income Suspense

Bank Name and Address: National Westminster Bank plc.

Rotherham Markets Branch

27 Effingham Street

Rotherham

S65 1AU

Bank Sort Code: **60-18-02**

Bank Account Number: **14733080**

VAT Registration Number: - **173552264**

**PLEASE NOTE: OUR INTERNAL COST CENTRE (235100) MUST BE QUOTED ON ALL BACS NOTIFICATIONS, OR YOUR ESEARCH MAY BE DELAYED**

**Terms and Conditions**

1. We are unable to start processing ESearch requests until payment has been received.
2. No refund will be given after the request has been sent to Council respondents*.*
3. We may contact you to agree an adjustment of the total fee after inspection of the submitted details.
4. **This form MUST be sent to us as an email attachment, NOT by post.**