

(Client, Designer and Contractor Declarations, to be completed on completion of the works)

Regulation 18 of the Building (Registered Building Control Approvers etc.) (England) Regulations 2024 requires this Compliance Declaration to be completed and returned before Build Insight can issue a Final Certificate for the work.

Build Insight Ref. (BI/___) _____ Project Postcode _____

Section 1: Client Declaration *(to be completed by the Client on completion of works)*

Client Details

First Name _____ Last Name _____

Phone No. _____ Email _____

Address _____

_____ Postal Code _____

I confirm the work covered by the Initial Notice has now been completed.

Signature of _____ Date _____
Client

To the best of my knowledge, I confirm the completed work meets all applicable building regulation requirements.

If a Contractor's or Designer's Statement Cannot Be Obtained

Under Regulation 18(e) of the Building (Registered Building Control Approvers etc.) (England) Regulations 2024, as amended by S.I. 2025/1017 (in force 7 October 2025), if the client is unable to include a signed statement from the principal contractor (or sole contractor) or the principal designer (or sole/lead designer), the client must instead provide a written statement explaining why that person's statement has not been included. This applies equally to the corresponding provisions under Regulation 22A(3) and to the base Building Regulations 2010, at Regulation 16(4B) for completion notices and Regulation 16(5A)(f) for early occupation notices.

Only complete this section where a statement from Section 2a or 2b genuinely cannot be obtained.

Which section is affected:

2a

2b

Both

Reason the statement has not been included:

Signature of

The contractor and designer declarations follow overleaf (Sections 2a and 2b).

Section 2a: Contractor's Declaration (Principal or Sole Contractor)

Principal / Sole Contractor details

First Name _____ Last Name _____

Phone No. _____ Email _____

Address _____

_____ Postal Code _____

Date of Appointment _____ Date Appointment Ended _____

I confirm I have met my obligations as principal contractor under Part 2A (dutyholders and competence) of the Building Regulations 2010, as amended.

Signature of principal / sole contractor _____ Date _____

If this declaration cannot be obtained, the client must complete the fallback statement in Section 1 explaining why (Regulation 18(e)).

Section 2b: Designer's Declaration (Principal or Sole Designer)

Principal / Sole Designer details

First Name _____ Last Name _____

Phone No. _____ Email _____

Address _____

_____ Postal Code _____

Date of Appointment _____ Date Appointment Ended _____

I confirm I have met my obligations as principal designer under Part 2A (dutyholders and competence) of the Building Regulations 2010, as amended.

Signature of principal / sole designer _____ Date _____

If this declaration cannot be obtained, the client must complete the fallback statement in Section 1 explaining why (Regulation 18(e)).

Note: This Is a Missing Declaration Safeguard, not a Change of Roles

The Regulation 18(e) fallback statement only covers a situation where a signed declaration cannot be obtained at completion. It does not allow the client to act as, sign as, or otherwise stand in for the principal contractor or principal designer, and it does not transfer either role's duties to the client. Those duties, and who holds them, are set out separately under Regulation 11D (appointment of principal designer and principal contractor) and Regulation 11C (default position for domestic clients) and are unaffected by this fallback. Where a genuine question exists about who is fulfilling either role on a project, that question should be resolved under those regulations, not through the Section 1 fallback statement.