



SITE HOURS VARIATION REQUEST SHEET

Department of Markets and Consumer Protection
Port Health and Public Protection – Pollution Team
City of London, PO Box 270, Guildhall, London EC2P 2EJ
Normal and Out of Hours Contact No: 020 7606 3030
publicprotection@cityoflondon.gov.uk

This form must be completed and returned to the Pollution Team at least 5 days before the activities are to take place.

The site hours requested can only be worked if approval is given and this form is countersigned by an Environmental Health Officer.

Date of Application:	
Date(s) of Proposed Operations:	
Proposed Working Hours:	
Site Name and Address:	
Site Contact Name and Number:	
Site Contact Email Address:	
Details of Operation:	
Reasons For Operation:	
Contractor Company and Office Contact Details:	
Contractor Company Contact Details for Onsite Operations: (i.e. Name, Number, and Email)	
Contractor Company and Direct Telephone number for site enquiries by the public:	
Plant and/or tools to be used:	
Mitigation measures to minimise levels of noise:	

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Details of residential locations, hotels and other businesses likely to be affected. Access to our interactive map is available here .	
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Copies of communications to residents and businesses must be attached to this application. Out of hours activities will not be approved unless these are received.

The above works are approved, subject to the following conditions and comments.

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Environmental Health Officer:	
Signature:	
Date:	

FYI – All sections highlighted in blue will be information available in the public domain.

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