



**Newark & Sherwood Community Infrastructure Levy (CIL)
Request for Review of Chargeable Amount (Regulation 113)
Community Infrastructure Levy Regulations (2010), as amended**

If you wish to request a review of the **calculation** of the Community Infrastructure Levy and which was set out in the CIL Liability Notice that was issued to you please complete the following form and submit using the button at the base of the form.

Please note applications for a review must be made before the end of the period of 28 days beginning with the day on which the liability notice stating the chargeable amount subject to the request for review was issued. You may not request a review of the decision reached on an earlier review; or once the relevant development has been commenced.

Section A: General Information			
Name and Address of person(s) requesting review		Agent Name and Address	
Title : _____	First Name : _____	Title : _____	First Name : _____
Last Name : _____		Last Name : _____	
Company (Optional) : _____		Company (Optional) : _____	
Position : _____		Position : _____	
Company No. : _____		Company No. : _____	
Address 1 : _____		Address 1 : _____	
Address 2 : _____		Address 2 : _____	
Address 3 : _____		Address 3 : _____	
Post Town : _____		Post Town : _____	
County : _____		County : _____	
Postcode : _____		Postcode : _____	
Phone No. : _____		Phone No. : _____	
Email : _____		Email : _____	

Section B - Review Information

Planning Permission / Notice of Chargeable
Development Reference

Location of Chargeable Development

Description of Chargeable Development

Amount of CIL chargeable as set out in
Liability Notice

Date Liability Notice Issued

Date of Request for Review

Section C - Reasons for Requesting Review

Please set out below the reasons for requesting a review of the CIL Calculation:

[Large empty box for reasons for requesting review]

[Empty box for Applicant Scanned Signature]

[Empty box for Agent Scanned Signature]

Applicant - Scanned Signature (Optional)

Agent - Scanned Signature (Optional)

Applicant - Print Name [Empty box]

Agent - Print Name [Empty box]

Date Signed [Empty box]

Date Signed [Empty box]

What happens next?

When the District Council receives your request to review the amount, we will ensure that the person conducting the review is senior to the one who carried out the original calculation. As part of the process we may give you the opportunity to have a meeting with the Council to discuss your request and agree the various elements that have been used to decide the level of CIL Chargeable.

We will notify you of the decision of the review within 14 days of the review start date (the date which the District Council receive your request for review), including the reasons for the decision. However, where development is commenced before you receive notification of this decision, the review will lapse and the original amount will become due for payment in the manner set out in the Demand Notice.

If you are dissatisfied with the decision of the District Councils review or have not been notified within 14 days, you may appeal to the Valuations Office Agency (VOA) <http://www.voa.gov.uk/cil/index.html>. This appeal must be made no later than 60 days beginning with the day on which the Liability Notice was issued. However, you may not appeal to the VOA on how the Community Infrastructure Levy amount due was calculated if development has commenced. This appeal will also lapse if development commences before you have been told of the outcome of the appeal.

Guidance Note

The floorspace calculation is based on the Gross Internal Area (GIA) of the new floorspace (including deductions for demolition). When submitting plans as part of your request please ensure that they are to a recognised scale.