To: ***(The name of the adjoining owner or owners)***  
Address:***(The address of the adjoining owner)***  
From: ***(Your name and the name of your co-owners)***

Address: ***(Your address)***

**Under the Party Wall etc. Act 1996 Section 6**

As the building owner/s of the land and premises known as:

***(Full address of the place where the work is taking place. Often the same as your address)***

**I HEREBY GIVE YOU NOTICE THAT**

* ***I intend to (excavate within 3m of your building to the level below of your foundation formation level or within 6m of your building to a level below the 45 degree plane limit set by the Act to form a foundation structure for my building)***
* I will carry out the work described below:
  + ***(Excavate the ground)***
  + ***(Shore the excavation)***
  + ***(Poor the foundation)***
  + ***…***
* The works are further shown in the accompanying drawings, number:
  + ***(as shown in your principal designer title block)***
  + ***(as shown in your principal designer title block)***
  + ***…***
* ***( You must indicate if you propose to strengthen or otherwise safeguard the foundations and structures of the adjoining owner as may be necessary due to your work)***
* It is intended to commence the work after one month, on or about ***(date dd/mm/yyyy)*** per the requirement of the Act or soon after the receipt of the positive acknowledgement of this notice and your consent.
* In the event of matters which require to be resolved, I will appoint as my surveyor

Piotr Bytnar BEng (Hons) MSc CEng MIStructE

75 Sir Henry Brackenbury Road, TN23 3FJ, Ashford

Signed: ***(ALL OWNERS)*** Date: ……………….

(Owner/s)

***(The italic text in green is to be deleted and changed as required)***

***(The Act works between the owners therefore all owners of your property must sign this notice as well as the adjoining property owners must be listed)***

***(The drawings are mandatory and should at least consist of plans and sections showing: the site and depth of any excavation the building owner proposes to make and if he proposes to erect a building or structure, its site.) the start date are not required by the act. We find that notices accompanied by professional drawings done by a principal designer to a construction level of detail show your due diligence and thoroughness which often persuades the adjoining owner to sign the agreement to works and the date gives them the heads up)***

***(The default notice period is 1 month, and the default dispute arises after 14 days - it is the time to contact BYTNAR to appoint a surveyor in writing)***

***If in doubt*** [***BYTNAR***](https://www.bytnarengineeringsolutions.com/contact) ***can issue these for you.***