



Local Search Request Form

Local Land Charges Service

Box A

Send to: Local Land Charges, Sheffield City Council, Town Hall, Pinstone Street
 Sheffield, S1 2HH
LandCharges@sheffield.gov.uk Tel: 0114 2734033

Box B

Property address (including postcode):

N.B PLEASE ATTACH A PLAN SHOWING THE AREA TO BE SEARCHED AGAINST OUTLINED IN RED.

Box C

Other roadways, footways and footpaths (clearly name or mark on a plan any required in response to Con29 Enquiry 2)

Type of Search Required (please ✓)

Optional Enquiries (please ✓ if required)

LLC1 Only		Q4 ¹		Q9		Q14		Q19	
Standard Search (LLC1 and Con29 R)		Q5		Q10		Q15		Q20	
Standard Search and Optional Enquiries		Q6		Q11		Q16		Q21	
Con29 R only		Q7		Q12		Q17		Q22	
Con29 O only		Q8		Q13		Q18			
Your own question		Please provide details of your own questions separately							
Expedited Search		Please see our website for our latest fees							

Box D

The fee I agree to pay is £ _____*

*I understand there is a 1.5% surcharge on credit cards. There is no charge for debit cards

Please contact telephone number _____ to take payment details over the phone

Signed/on behalf of.....

Your Details:

Please enter your return email address below as the results will be sent as a pdf document

Company Name		
Contact Name		
Your Ref		
Date		
Telephone Number		

¹ Please note Sheffield City Council is not able to answer Optional Question 4