

Map Register Search

For Office use only	
Date Received	
Applicant notified	

This form is to be used where a file is being sought for viewing or documents are required and the reference number is unknown

In order to carry out a Map Register search please submit

- a map showing location of property (outlined in red)
- Fee of €35.00

Name of person requesting file	
Address	
Telephone Number	
Email address	
Reason for seeking file - ie copy of permission, drawings, to view	
Name of person(s) who would have applied for planning permission	
Location of development	
Development description ie house, hotel etc	

Once the relevant reference number has been identified, you will be advised. If you require any documents from the file the following charges will apply

- **Retrieval of file €30.00**
- **Copy of Planning Permission €15.00**
- **Copies of plans from file - A0/A1 €6.00**
A3/A4 €1.50

If the person seeking copies of plans is not the original applicant or the agent who prepared the plans and the file pre-dates 11/3/02 a letter from the original applicant or the agent permitting the release of a copy of the plans will need to be submitted. The owner of a property can obtain plans provided they submit a solicitor's letter confirming that they are the owner of the property in question.

*Please return completed form with the required fee to:-
The Planning Department , County House, Lifford, Co. Donegal*