

Lichfield
district council

Address Certificate

**Dunnimere Farm
Portway Lane
Harlaston
Tamworth
Staffordshire
B79 9LA**

**LEGAL NOTICE: ISSUED UNDER THE
Towns Improvement Clauses Act 1847 1847 CHAPTER 34**

NATIONAL UNIQUE PROPERTY REFERENCE No: **010091156464**

LICHFIELD DISTRICT COUNCIL REFERENCE No : 21/00047/NEWNUM

ISSUED DATE: 13th August 2021

Geographical Information Management Team, Lichfield District Council,
Frog Lane, Lichfield, Staffordshire, WS13 6YY

Advice notes from Lichfield District Council

When moving into a new build property



Here are some hints and tips on what to do when you move into your new build home...

Sorting out your address: To check if your address is registered on Royal Mail's database visit www.royalmail.com. This is important as it's likely your address will be stored by the Royal Mail's 'not yet built' file, until you have told them you have moved in.

If your property is not listed on Royal Mail's website, call **0845 601 1110** (choose option three and option one) to let them know you have moved in. Royal Mail will then publish your new address on their website within 48 hours.

Postcode queries: If you have any questions about postcodes contact the Royal Mail, which is the post coding authority. Lichfield District Council cannot change or allocate postcodes.

Bin collections: If you have any questions about your bin collections, or want to order bins for your new home, contact our customer services team on **0345 002 0022** (Monday to Friday between 9am and 5pm) or email enquiries@lichfielddc.gov.uk

Planning enquiries: To find out about planning issues and for any planning related enquiries, visit www.lichfielddc.gov.uk/planning

Council tax: To find out more about council tax, such as exemptions, discounts and setting up a direct debit, visit www.lichfielddc.gov.uk/counciltax

What's going on locally? To find out about great places to visit and local events, go to www.visitlichfield.co.uk