

Date: [REDACTED]

[REDACTED]

Dear [REDACTED]

Return of incomplete permitting application

Application reference: [REDACTED]

Applicant: [REDACTED]

Facility: Exmouth (Maer Lane) Storm Tanks

Thank you for your application received on [REDACTED]. Unfortunately your application is incomplete because of the point set out below. We're returning your application so you can complete it.

- Please would you complete a Part A form and return this to us as part of your application. A link to the form has been provided below. We have not returned all your supporting information due to the size of the files. If you require these please let us know.

<https://www.gov.uk/government/publications/application-for-an-environmental-permit-part-a-about-you>

If you need advice about how to prepare your application, we offer limited pre-application advice at no extra charge. If more help is needed, we also offer a discretionary enhanced pre-application service. This service is chargeable at a rate of £100 per hour.

For further details and a pre-application request form, please see our website: <https://www.gov.uk/guidance/check-if-you-need-an-environmental-permit>

[REDACTED]

If you would prefer a paper copy of the pre-application requestion form, please phone our [REDACTED]

If you have paid by BACs please resubmit your application by [REDACTED]. If we don't hear from you by then we'll refund your payment.

When we receive your completed application we'll check the details to see if it can be 'duly made'. We'll write and let you know this outcome once we have completed our checks. Duly made means that we have all the information we need to begin determination. Determination is where we assess your application and decide if we can allow what you've asked for.

If you have any questions please phone us on [REDACTED]
[REDACTED]

Yours sincerely

[REDACTED]
[REDACTED]