

Highways Agency Land Enquiry Form

Important: If you have a general question about land ownership, we do ask that you help us by making an enquiry at Land Registry first. This is to make sure that the land your enquiry relates to is not owned by another party. Please note that we are unable to answer any enquires relating to land not owned by the Secretary of State for Transport.

Land Registry was created to hold a central record for property ownership in England and Wales and provides the general public access in the form of an easy to use on - line search facility. Please visit **Landregistryonline.gov.uk** for further help or information on how to perform a land or property search.

If Land Registry confirms that the land or property is owned by the Secretary of State for Transport or the land is revealed to be unregistered, please provide us with a copy of the results from the Land Registry search including any relevant plan(s) and then complete the following questions.

Once you have completed the form you can either:

- Print it out and send it along with the results of the Land Registry search and include any maps or plans, showing the extent of the land you are interested in, to the postal address or fax number overleaf: or
- Submit it by email by clicking the send button overleaf. A new email will be created with the completed form attached. (Remember to attach the results from the Land Registry search and any relevant maps or plans showing the extent and the location of the land you are interested in, to the email before sending.

1. Your details (* denotes a required field)

Your name*: Your reference:

Your company (if the question relates to the business):

Address to contact you at*:

Your phone number*:

Alternative phone number:

Your email address:

Your fax number:

Your preferred contact method: Post Email Telephone Fax

When is the best time to call you?¹:

Day(s) 8.30 - 10.30 10.30 - 12.30 12.30 - 14.30 14.30 - 16.30

¹ The Land Enquiries Team work normal business hours, Monday to Friday.

2. Your Question

Enter your question here:

Please enter as many details² as you can about the land or property you are interested in here:
(²address, description, grid reference, post code of the land or property).

What's the nearest motorway or major road to the site?:

What's the nearest motorway/trunk junction to the site?:

What's the nearest town or village to the site?:

3. Location Plan

Include a location plan(s) **with the land you are interested in clearly marked on** (outlined and shaded). The plan(s) should also:

- indicate North with a North arrow
- be no more than 1:5000 scale
- identify the locality (town, village etc.) or the land in relation to nearby major roads or motorways (add labels to identify road numbers or names).

If the land or property is registered at Land Registry to the Minister or Secretary of State for Transport (or its predecessors such as: the Secretary of State for the Environment; the Secretary of State for the Environment and Transport (and/or the Regions); or the Minister for Buildings and Public Works), please also attach a copy of the Land Registry 'Title Register' and 'Plan' **with the land you are interested in clearly marked** (e.g outlined and shaded).

If you are sending the completed form by post use the following address

**National Lands Enquires Team
Highways Agency
9th Floor
Piccadilly Gate
Store Street
Manchester
M1 2WD**

Alternatively you can fax documents to us in this number **Fax: 0161 930 5769**

To send this form by email click the submit button here. Your default email application will open.