 **New Site Notification**

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| **Section 1 – Company Details** |
| **Name:** |  |
| **Address:** |  |
| **Postcode:** |  |
| **Contact Name:** |  | **Contact Tel No:** |  |
| **Section 2 – Site Details** |
| **Site Name:** |  |
| **Site Address:** |  |
| **Postcode:** |  | [**What 3 Words**](https://w3w.co/ashes.holly.trader)[**location (W3W):**](https://w3w.co/ashes.holly.trader) |  |
| **Site Contact Name:** |  | **Site Contact Tel No:** |  |
| **Site Contact Email Address:** |  |  |  |
| **Is parking available on site?** | **Yes** | **No** | **If “No”, where is there parking?** |  |
| **Date Notified:** |  | **Proposed Start Date:** |  |
| **Duration (Weeks):** |  | **First Inspection Required by:** |  |
| **Has the client appointed you in writing as** | **Principal Contractor:** |  | **Sub- Contractor:** |  |
| **Site Pack Required? (Chargeable)** | **Yes** | **No** | **Site inspections will be monthly unless requested otherwise. Alternative frequency:** |  |
| **Section 3 – Risk Assessment** |
| **Description of Project:** |  |
| **Office Use Only** |
| **H & G Ref:** |  | **Membership Level:** | . **Safety Advisor:** |  |

If you need any assistance completing the form, you can call us on 01432 343626 When complete please send the form to office@hgsafety.co.uk