A green and white logo

Description automatically generated **New Site Notification**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **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