



BARNSLEY
Metropolitan Borough Council

Terms and Conditions of Payment

Local Land Charges Service

Tel 01226 773054

LLCSearchRequests@barnsley.gov.uk

An email service has been introduced for official searches, and requests for access to the Con29 component data.

These requests will be entered into the Local Land Charges system and work begun on them prior to any monies being received.

In order to allow correct reconciliation for the Council's banking purposes payment will be collected by way of customers being invoiced monthly in arrears.

In order to set up an account, customers must complete, sign and return this form to Local Land Charges prior to any requests being processed.

Any non payment of fees within the terms of the invoice will result in no further work being carried out until the account is settled in full.

Undertaking to Payment of Fees

Company Name	
VAT Number	
Email address for invoicing	
Postal Address	
Telephone Number	
Contact Name	
Signature	