

Street Naming and Numbering
 Business Systems & Resources
 Directorate of Regeneration, Enterprise and Skills
 5th Floor, Woolwich Centre
 35 Wellington Street
 London
 SE18 6HQ
naming-numbering@royalgreenwich.gov.uk

020 8921 2000

APPLICATION TO APPLY FOR A NEW ADDRESS

Before submitting your application, please ensure that you have:

1. Detailed floor plans showing internal layouts for all floors, the main street access point, plot numbers for internal flats & their individual access points.
2. A location plan of the entire site.
3. An accommodation schedule (if applicable)
4. A copy of the planning decision notice confirming planning consent.

Please provide as much detail as possible – this will assist us with processing your application and help to reduce any potential delays.

Your details			
Full Name and Title			
Address			
Tel		Mobile	
Email		Date	

Your relationship to site				
Developer	Freeholder	Leaseholder	Tenant	Other (Please specify)
Please note that the property owner needs to consent to any changes to an existing address				

What would you like to do? (Tick)			
Name a building	Number a building	Name a street	Number a street

Site Details – Please fill out all sections that apply			
Address of site			
Planning Application Reference Number(s)			
Total number new roads		Total number blocks	
Total number commercial units		Total number dwellings	

Charges for 2024/25 (wef 1 April 2024)		
Service	Price	Unit
Street Naming	£560.00	per street
Building Naming	£572.00	per building
Building Address	£62.00	per unit
House Address	£62.00	per unit
Flat Address	£62.00	per unit
Business Address	£62.00	per unit

Naming of Streets or Buildings
All names for new streets or buildings must be chosen from the Approved Names List, which is available on-line https://www.royalgreenwich.gov.uk/downloads/download/561/approved_names_list .

Please do not send payment with this application – fees will be calculated once the final addressing is agreed and an invoice will then be issued.

When you have completed the application, please submit it with your supporting material to the email or postal address above.

Your application will be acknowledged, but please allow up to 4 weeks for the initial processing. However, in the case of large developments requiring 50 or more addresses, the processing time may extend beyond 4 weeks. For such developments, we highly recommend having an initial consultation to discuss your specific requirements.

All applications will require consultation with statutory bodies and naming applications may require an additional public consultation.

Thank you.

Royal Borough of Greenwich, Street Naming and Numbering