



## Data Protection Act 1998

Any personal data that you may be asked to provide on this form will be held and processed in accordance with the Data Protection Act 1998. The information provided by you and other relevant parties will be used for processing and determining your application for scheduled monument consent, and to confirm and update Historic Environment Scotland's Owner-Occupier records. This allows us to monitor the condition of scheduled monuments, and notify you of any potential designation changes.

Your application will be processed by employees of Historic Environment Scotland. Applications will be available for public inspection and will be published on the Historic Environment Scotland Decision Portal as required by Regulation 7 and 8 of The Scheduled Monument Consent Procedure (Scotland) Regulations 2015 <http://portal.historicenvironment.scot>

We will publish the application and relevant supplementary information including your name, address and personal information about yourself and others that you have submitted as part of the application. We will not publish personal/sensitive information that is irrelevant to the assessment of the application including your contact details (signatures, personal email addresses and telephone numbers) and your legal interest in the monument.

You must advise Historic Environment Scotland if there are particular reasons why you think any document, or part of document, you have provided cannot be published.

### 1 Your Contact details

<b>Tel</b>	01835862524
<b>Mobile</b>	07801582401
<b>Email</b>	Rob.laidlaw@btconnect.com

### 2 Applicant's legal interest in monument

<b>Owner</b>	<input type="checkbox"/>	<b>Joint Owner</b>	<input checked="" type="checkbox"/>	<b>Occupier</b>	<input type="checkbox"/>	<b>Other</b>	<input type="checkbox"/>	<b>None</b>	<input type="checkbox"/>
<b>If Other, please specify</b>									

**Do you agree to all your correspondence regarding your application being sent by email?** Yes  No

### Checklist

**You must submit the following documents:**

- Completed Application Form (Part A)
- Completed Other Parties Notification Form (if you are not the owner of the monument) (Part B)
- Completed Ownership Certificate (Part C)
- Plan or drawing sufficient to identify the area of land to which the works relate
- Other plans and drawings as are necessary to describe the works

Please tick here if you intend to submit any supporting documents by post

## Ancient Monuments and Archaeological Areas Act 1979

It is important that you read the accompanying guidance notes as incorrect completion will delay the processing of your application. You can complete and submit this form by email ([scheduledmonumentconsent@hes.scot](mailto:scheduledmonumentconsent@hes.scot)) or by post to Heritage Management Business Support, Historic Environment Scotland, Longmore House, Salisbury Place, Edinburgh, EH9 1SH.

### 1 Applicant name and address

<b>Title</b>	director	<b>First Name</b>	Robert	<b>Surname</b>	Laidlaw
<b>Company / Organisation</b>	John Laidlaw & son				
<b>Building No / Name</b>					
<b>Street</b>	Bankend industrial estate				
	Jedburgh				
<b>County / Region</b>	Roxburghshire				
<b>Postcode</b>	TD86ED				

### 2 Monument to which application applies

<b>Index no</b>	13126	<b>Name</b>	John Laidlaw
<b>Local Authority</b>	Scottish Borders Council	<b>Grid Ref</b>	
<b>Description of location of land</b>	Abbey cemetery		

### 3 Pre-application discussions

<b>Have you undertaken pre-application discussions with Historic Environment Scotland? (If yes, please give details below)</b>	Y x <input type="checkbox"/>	N <input type="checkbox"/>
Yes discussed on phone		

### 4 Summary of proposed works (max 20 words)

Clean out existing hole re-erect headstone
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### 5 Description of proposed works

Lift headstone and place in original position13
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<b>6 List of plans, drawings and other documents accompanying application (continue on separate sheet if necessary)</b>				
No	Description	Reference	Document emailed	Document posted
1.	Photograph enclosed		<input type="checkbox"/>	<input type="checkbox"/>
2.			<input type="checkbox"/>	<input type="checkbox"/>
3.			<input type="checkbox"/>	<input type="checkbox"/>
4.			<input type="checkbox"/>	<input type="checkbox"/>
5.			<input type="checkbox"/>	<input type="checkbox"/>

<b>7 Nature Conservation – Protected Places and Species</b>	
<b>Will the proposed works affect any of the following:</b>	
<b>Yes</b>	<b>No</b>
<input type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> Site of Special Scientific Interest <input type="checkbox"/> Special Protection Areas <input type="checkbox"/> Special Areas of Conservation <input type="checkbox"/> European Protected Species	
<b>If Yes, please give details below</b>	

<b>8 Other information relevant to application</b>	
Family headstone great grandfather	

<b>9 Declaration</b>	
<input checked="" type="checkbox"/> I hereby apply for scheduled monument consent for the works described in this application and shown on the accompanying plans and drawings.	
<input checked="" type="checkbox"/> I confirm that the information I have given on this form is true and accurate.	
<b>Name</b>	Robert Laidlaw
<b>Date</b>	10 Aug 2016
<b>On behalf of</b>	
Where an application is being dealt with by an agent to whom correspondence should be sent, state the:-	
<b>Name of Agent</b>	<b>Tel No</b>
<b>Address</b>	
<b>Post Code</b>	