



This notice must be completed and served with the accompanying ‘Information for owners’ on all owners of the monument to which the works relate. A copy of the notice must be included with your application for scheduled monument consent.

PART B: Other Parties Notification

**NOTICE TO OWNER OF THE MONUMENT*
ANCIENT MONUMENTS AND ARCHAEOLOGICAL AREAS ACT 1979**

Notice of application for scheduled monument consent

Proposal to carry out work affecting (a)

TAKE NOTICE that an application is being made to Historic Environment Scotland by

(b) for scheduled monument consent to

(c)

If you wish to make representations to Historic Environment about the application you should make them in writing before the time when they consider their decision on the application. In order to ensure that representations are received in time, they should be lodged not later than

(d) with Historic Environment Scotland, (Heritage Management Directorate, Historic Environment Scotland, Longmore House, Salisbury Place, Edinburgh, EH9 1SH.

scheduledmonumentconsent@hes.scot)

Signed

[on behalf of

]**

Date

**Delete where appropriate

NOTES

(a) insert name, address or location of the monument with sufficient precision to ensure its identification.

(b) Insert name of applicant

(c) Insert description of proposed works and name, address or location of the monument.

(d) Insert date 21 days later than the date on which the notice is served.

*"Owner" of the monument is –

(a) any person who, in respect of any part of the land in, on or under which there is a scheduled monument, is under the Lands Clauses Acts enabled to sell and convey that land to promoters of an undertaking;

(b) any person who is entitled to possession of the land as a tenant under a lease, the unexpired period of which is not less than 10 years;

(c) any tenant of a croft within the meaning of section 3 or any owner-occupier crofter of an owner-occupied croft under section 19B(5) of the Crofters (Scotland) Act 1993 any part of which is comprised in that land to which an application relates; and

(d) any agricultural tenant of land any part of which is comprised in that land to which an application relates.

Any notices issued must be copied to Historic Environment Scotland by the Applicant.

INFORMATION FOR OWNERS

Why have I received this notice?

This notice has been served on you by, or on behalf of, the person making an application to Historic Environment Scotland for scheduled monument consent, because you have interest as owner or tenant of land where the monument is located and in turn you have a right to make representations about the proposal.

What do I do now?

You will want to find out what is proposed and how it might affect you. The 'Notice to Owner of the Monument' form will describe the works proposed. If you require more detailed information on what is proposed, the application details can be viewed on Historic Environment Scotland's Decision Portal (<http://portal.historicenvironment.scot>).

If you would like assistance in understanding the proposals or find the plans difficult to read, please do not hesitate to seek advice from Historic Environment Scotland. Please note, however, that it is your responsibility to satisfy yourself that the proposals are acceptable.

How do I make representations?

If there is something about the proposed works to which you object or which causes you concern, you should make representations in writing to Historic Environment Scotland within 21 days from the date of notification. Alternatively you may wish to intimate your support for the proposals.

Representations can be sent in writing to the address below, or emailed to scheduledmonumentconsent@hes.scot. Please note that representations received electronically must include sufficient information to enable the identity of the person making comment to be verified.

**Historic Environment Scotland
Heritage Management Directorate
Longmore House
Salisbury Place
Edinburgh
EH9 1SH**

0131 668 8716