Manchester City Council
Planning
Chief Executives Department
P.O Box 463
Town Hall Extension
Manchester
M60 3NY

13th January 2010

Our Ref:E006341

Dear Sir/Madam

Re: Proposed ATM Installation E006341@Nats Off Licence, 585-587 Ashton New Road, Clayton, Manchester, M11 4EA

Our company is acting on behalf of Bankmachine Ltd. to install an automated teller machine.

We propose to install an automated teller machine at the above address and would like to obtain Planning permission. We are enclosing a planning application for this installation.

In addition to this letter, the application comprises

1. Application form and ownership certificates;
2. Site location plan;
3. Existing and proposed plans;
4. Existing and proposed elevations;
5. Photographs of the property;
6. Design and Access Statement
7. Cheque for £170.00 for the Planning and £95 for the advert to follow

The property, in which the ATM is to be installed, is located within a retail area.

We look forward to receiving written confirmation of the registration of this application together with a receipt for the statutory fee.

We would be grateful if you could return a set of stamped plans with the decision document.

Please call me if you require any further information or any of the above requires clarification.

Yours faithfully,

Carolyn Booth
COMPLETE TECHNICAL SERVICES Ltd.

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