

# MID SUSSEX DISTRICT COUNCIL

For Official use:
TPO No: .....
Admin Officer.: .....
In CA: Yes / No
Date recd: .....

## Request Form in respect to Protected Trees

This request form should be completed so that Mid Sussex District Council can provide information in respect to whether a tree is protected by a Tree Preservation Order (TPO) or within a Conservation Area.

Please complete this form providing the necessary information and return it to: Planning Services, Mid Sussex District Council, Oaklands, Oaklands Road, Haywards Heath, RH16 1SS or email to [treeenquiries@midsussex.gov.uk](mailto:treeenquiries@midsussex.gov.uk)

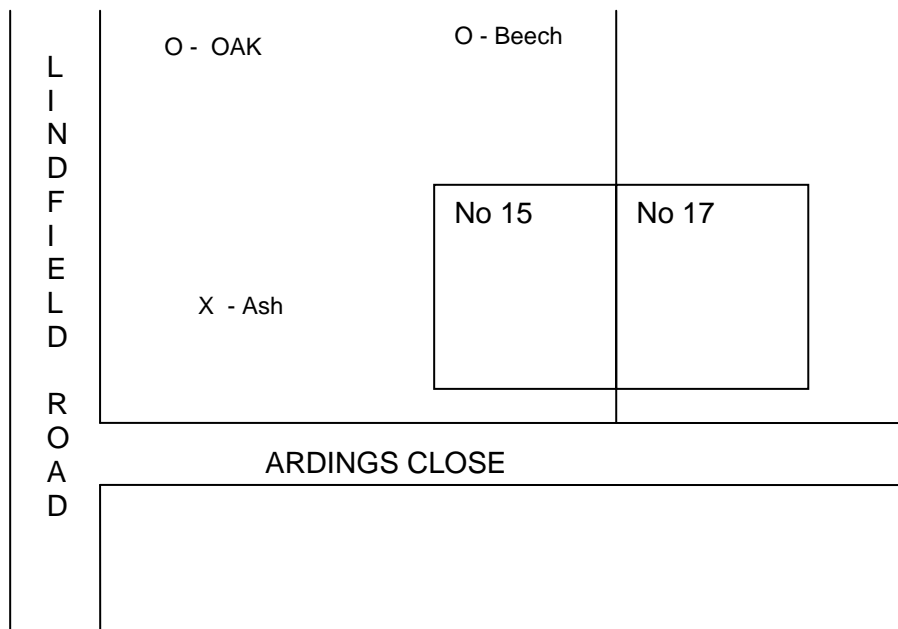
Your Name: .....
Address: .....
.....
.....
.....Postcode: .....
Telephone No/Email Address: .....

Location of tree(s) and works*: .....
.....
..... Postcode: .....
Tree species: .....
Description of Works: .....
.....
.....
Do you own the tree(s): Yes / No

\* If the location is unclear or there is not a full postal address, either describe as clearly as possible where it is (for example, 'Land to the rear of 1-10 High Street' or Woodland at Valebridge Road') or provide an ordnance survey grid reference:

Space for your Sketch Plan (see example below)  
 (Please provide a separate piece of paper, if more room is required)

Example Sketch



The plan should include road names, show the location of the tree(s) in relation to properties, boundaries. Include the species name of the tree(s). Is possible include an arrow showing north.

X – Tree(s) to be cut  
 O – Trees – no work

Signed: ..... Dated: .....