



Malta Environment & Planning Authority,
P.O. Box 200, Valletta, CMR01, Malta.
Telephone: (+356) 22 900000 /
Fax: (+356) 21 224846
e:mail: enquiries@mepa.org.mt / www.mepa.org.mt

CERTIFICATE OF OWNERSHIP C

1 I certify that I have given the notice by registered letter required by Section 32(3) of the Development Planning Act 1992 to those persons who are known to be owners of any part of the land to which this application relates, and which is shown in red on the plans accompanying this application, as indicated below

Name of Owners	Address to Which Registered Letter Sent	Date When Registered Letter Sent
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

and that I have had published an advertisement informing those persons who are owners of the land which is the subject of this application, but whose identity is unknown to me, of the submission of the application. The advertisement was published in _____ newspaper, appearing on _____.

2 I attach a copy of the registered letter sent to the owner(s), and a copy of the advertisement as it appeared in the newspaper.

Signed: _____ Date: _____
Name: _____ IDNo. _____

Notes: Use this certificate when the identity and/or address of only some of the owners (of the land to which the application relates are known to the applicant. In this case it is necessary to advertise the submission of the application in a newspaper. The Certificate should be completed as indicated in the Guidance Notes. Where the space on this form is insufficient a further copy of the form should be completed.

PLEASE READ THE FOLLOWING CLAUSE BEFORE SIGNING

Data Protection CLAUSE

In terms of the Data Protection Act (Chapter 440 of the Laws of Malta), we will process any personal and/ or sensitive data supplied on/ in this application, request or notification form or subsequently supplied by yourself, whether orally or in writing, for all or any of the following:

1. The proper processing of your application, request and/or notice as submitted;
2. Preventing, detecting and/or prosecuting fraud and any other criminal activity which the Authority is bound to report and/or act upon whilst meeting any other specific legal or regulatory obligations;
3. Establishing, exercising or defending any legal action;
4. internal management, research and statistics, systems administration, the development and improvement of our services;
5. the protection and promotion of our legitimate interests and the proper conduct of our obligations arising under any law or statutory instrument; and
6. to make public the necessary information as specified in the relevant law and/or instrument.

Relevant data will be disclosed or shared as appropriate with all our employees and with other third parties if pertinent to any of the purposes listed above.

Every field on the form is mandatory. Should you fail to fill in any mandatory field, we reserve the right to refuse the application. Should any field be inapplicable to your particular circumstances please mark that field with the letters "N/A".

You have the right to require that we provide you with access to your personal data as well as the right to rectify, or, in appropriate circumstances, erase any inaccurate, incomplete or immaterial personal data which is being processed. However, you are required to inform us immediately of any alterations relating to your personal data which we are processing.

By signing this form, you confirm that you are giving your explicit consent, in terms of the Data Protection Act, on behalf of yourself and all the other persons specified in this form for the Authority to process your respective personal information as outlined above and you confirm that you have brought this Data Protection notice to the attention of these other persons and obtained their respective consents.

We undertake to implement appropriate measures and safeguards for the purpose of protecting the confidentiality, integrity and availability of all data processed.