

**STREET NAME AND HOUSE NUMBER ENQUIRY**

Please supply the following information plus a copy of the Ordnance Survey map, highlighting the relevant property/street name in question.

| Map Reference | Title Number | Description of subjects described in documents. | Property Address as shown on existing O.S. Landline Data |
|---------------|--------------|---|--|
|               |              |   |  |
|               |              | <b>Post Code:</b>                               |  |
|               |              | IN P.A.F.? (Y/N)                                | IN P.A.F.? (Y/N)   |

Referred to Mapbase Maintenance by.....Room/Building.....  
 Case \*mapped/sent to standover – delete as appropriate Date.....

**Source confirming change of address (Form 1/Phone call to Agents/Letter from Council/Agents etc.)**

\*Attach copy for reference .....

**TO BE COMPLETED BY MAPBASE MAINTENANCE**

Ordnance Survey CR Section .....

Amended date of Maptile currently held in Mapbase Maintenance .....

Reference Number/Map Order .....

Referred to Ordnance Survey by ..... Date.....

New Edition compared and released by ..... Date.....

**RESPONSE FROM ORDNANCE SURVEY**

| <u>Cause of discrepancy</u>  | Maptile ordered via data supply | Invoicing advised |                   |
|--|---------------------------------|-------------------|-------------------|
|  |                                 |                   | Correct Version   |
| <input type="checkbox"/> Land-line is in error – no charge to ROS.<br>Land-line updated and databanked     | Yes                             | No                |                   |
| <input type="checkbox"/> ROS don't have the current Land-Line data.<br>Current Land-Line data is accurate. | Yes                             | No                |                   |
|  |                                 |                   | Surveyor Comments |
| <b><u>Chargeable</u></b>   |                                 |                   |                   |
| <input type="checkbox"/> ROS information incorrect<br>Current Land-Line data is correct                    | No                              | Yes               |                   |
| <input type="checkbox"/> Both OS and ROS are incorrect.<br>Land-Line updated and databanked.               | Yes                             | Yes               |                   |

Return to :-

**Mapbase Maintenance  
 Meadowbank House  
 153 London Road  
 Edinburgh  
 EH8 7AU**

|                         |               |
|-------------------------|---------------|
| Map files for re-supply | Date Archived |
|-------------------------|---------------|