

To reuse this form, please photocopy it before completing it

Please complete this request form clearly and attach it to a copy map. An acceptable copy map is either a photocopy or a printed copy of an online map, highlighting all the areas of land for which an OS MasterMap® print will need to be requested.

This form must be signed and dated to confirm acceptance of the Agreement associated with the request of Ordnance Survey maps. Please send this request and the location map to the appropriate Admin Hub by post or email. If emailing, please find relevant email addresses below.

The appropriate Admin Hub (Bullers Hill or Bucks Horn Oak) can be found here: <https://www.gov.uk/government/organisations/forestry-commission/about/access-and-opening>

Bucks Horn Oak email address:
adminhub.buckshornoak@forestrycommission.gov.uk

Bullers Hill email address:
adminhub.bullershill@forestrycommission.gov.uk

Map details

Preferred map scale: Please select the scale relevant to the size of the area:

For Example:

Size of the area:	Scale:
Over 30 ha	1:10,000
Over 15 ha	1:5,000
Over 5 ha	1:2,500

Please tick: 1:10,000 1:5,000 1:2,500 1:1,250

For scattered woodlands, several maps (one for each block of woodland at the correct scale) are preferable to one large-scale map that attempts to cover all of the woodland.

Grid ref of map centre (e.g. TZ 123 456)

Nearest town (this allows the location of the map to be found quickly): _____

Contact Details

Title: _____ Forename: _____

Surname: _____

Organisation: _____

Position: _____

Please provide your email address **if you would prefer** the maps emailed to you: _____

Address: _____

Postcode: _____

Tel/office: _____ Tel/home: _____

Mobile: _____

Agreement

Signing this form is confirmation of agreement to the following statements.

- I agree that I will only use the map(s) supplied under this request for the explicit and sole purpose of making an application to the Forestry Commission.
- I agree that I will not use, reproduce or redistribute the map(s) to any other party or for any other purpose.
- I understand that the map(s) supplied under this request remain in the ownership of the Forestry Commission at all times.
- I understand that it is entirely my responsibility to obtain an acceptable map in good time for making my application to the Forestry Commission. I further understand that this is only a request and as such the Forestry Commission is under no obligation to provide me with a map.

Signature: _____ Date: _____

Print name: _____

By submitting this form you are agreeing to the Forestry Commission holding and processing your personal information in order to provide you with a map for the purpose of making an application to the Forestry Commission. Your personal information on this form will not be used for any other purpose and will be deleted from our records within 12 months of receipt.

The Forestry Commission is registered as a data controller under the Data Protection Act 1998 (Registration No: Z6542658). You have the right to lodge a complaint with the supervisory authority, the Information Commissioner's Office: <https://ico.org.uk>