Leeds CITY COUNCIL	**Highways & Transportation** **Highways Services**

Building materials on the highway

If it is possible you should place all building materials on private land. Where this is not possible and you intend to place building materials temporarily on the public footway, verge or road then you will need a licence from us.

You should give us three working days notice for a licence. We can give you a licence for up to a month. If you have a licence and you want to extend it you must apply for this before your licence runs out.

You can request a licence via the contact centre on the number below. Please complete the building materials licence application form and return it with your payment to the address at the bottom of this page. You can also fax applications to 0113 2477018.

Please make sure that your application form has been fully completed otherwise your licence may be delayed.

When we receive your application form we can give you a licence and then you can put your building materials on the highway.

It is an offence under Section 171 of the Highways Act 1980 to place building materials on the public highway without a licence. If you do not get a licence or follow the licence rules you will be prosecuted.

Whom to Contact

Telephone	**Leeds Contact Centre**	**0113 2224407**
By Minicom:		**0845 1271113**
Email	**Highways@leeds.gov.uk**	
Write	**Highways & Transportation** **Network Mangement** **Middleton Ring Road,** **Leeds LS10 4AX**	