PLANNING DIVISION INFORMATION SHEET 3.8 STREET NAMING AND NUMBERING

Each local authority in the UK has a statutory responsibility for issuing official addresses in their area. Any development that requires a new address or change of address in the London Borough of Bromley must be named and numbered through the street naming and numbering process. This is undertaken by the Address Management team.

Any proposed new street names or building names are sent to the Fire Brigade and Royal Mail for comment on name duplication, name conflict, awkward spelling or pronunciation. This consultation should normally only take a few days. If the Fire Brigade or Royal Mail object to a proposed name then we cannot issue the name as part of an official address. If only street numbers are involved we do not usually need to consult with the Fire Brigade or Royal Mail.

Once addresses are agreed we then issue an official street naming and numbering certificate. At the same time we notify many other official organisations on your behalf, including Council Tax, Electoral Services, Royal Mail, Ordnance Survey, the utilities and emergency services.

Please note that the Royal Mail, not the local authority, is responsible for issuing any new postcodes or change of postcodes. They will do this once they receive our notification of addresses.

We will update our own records, which will in turn update the [National Land and Property Gazetteer (NLPG) database](). The NLPG is part of a Government initiative to create a definitive address database.

If you are a developer or resident and need more information about how you apply to register an address, please contact us. We will send you an application form and an Ordnance Survey map extract.

Contact
Address Management
Bromley Civic Centre, Stockwell Close,
Bromley BR1 3UH
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