

STATION ASSET CHANGE SUBMISSION FORM – RETAIL

- 1 Save form locally on your computer.
- 2 Fill in the required & relevant fields.
- 3 Submit to the email below.

The following form and information listed below must be submitted at **Asset Change** to the London St. Pancras Highspeed Retail Project Manager at retailfitouts@stpancras-highspeed.com.

Station:	Unit number:	Brand name:
DESCRIPTION AND PROPOSED DURATION OF THE PROPOSAL (WHAT IT IS YOU ARE PROPOSING):		CONSTRUCTION METHOD AND MATERIALS (HOW DO YOU INTEND TO INSTALL IT AND WHAT IT IS MADE OF)
AIMS, OBJECTIVES AND JUSTIFICATION (WHY YOU WISH TO IMPLEMENT THIS)		

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Please submit sufficient information to enable London St. Pancras Highspeed and its partners to understand and be able to visualise the proposed intervention and its impact on the station’s environment.

Ensure the submission is site specific.

By submitting this form, the applicant confirms they have read London St. Pancras Highspeed Guide: Retail Works and that the submission is in compliance with the Guide and its annex: London St. Pancras Highspeed Guide: NR(HS) Technical Standards.

Submission version:

Date:

Applicant name:

Applicant e-mail:

DRAWING / DOCUMENT TYPE	✓	DRAWING(S) NO. / DOC. REFERENCE / COMMENTS
Existing layout		
Proposed layout		
Elevation(s)		
Section(s)		
Signage, graphics		
Equipment specifications/ Material		
Visuals		
Services		
Environmental Impact Assessment		
Other (please clarify)		