**ANCIENT MONUMENT - OWNER'S PERMISSION LETTER - APPLICATION STAGE**

**[TO BE TYPED ON THE LETTERHEAD/SIGNED BY THE LEGAL OWNER]**

**[DATE]**

**[REF]**

|  |  |
| --- | --- |
| Historic Environment Scotland  Longmore House  Salisbury Place  Edinburgh  EH9 1SH |  |

Dear Sirs

[Insert name and address of Ancient Monument] ("Ancient Monument")

I/We confirm that I/we are the owners of the Ancient Monument and that we have been approached by **[insert name of the applicant]** in relation to their application to you for grant funding to carry out a scheme of repair to the Ancient Monument (the **"Scheme of Repair"**).

I/We hereby confirm to you my/our support to the carrying out of the proposed Scheme of Repair, as set out in the Grantee's application for grant, and confirm that if you approve the Grantee's application and award the grant, I/we will grant my/our formal consent to the Scheme of Repair in the form of the style Owner's Consent Letter (which is annexed to this letter) at the relevant time.

Yours sincerely

**ANCIENT MONUMENT - LETTER OF CONSENT - AWARD STAGE**

**[TO BE TYPED ON THE LETTERHEAD/SIGNED BY THE LEGAL OWNER]**

**[DATE]**

**[REF]**

|  |  |
| --- | --- |
| Historic Environment Scotland  Longmore House  Salisbury Place  Edinburgh  EH9 1SH |  |

Dear Sirs

[Insert name and address of Ancient Monument] ("Ancient Monument")

I/We confirm that I/we are the owners of the Ancient Monument and that we have been approached by **[insert name of the Grantee]** (**"the Grantee"**) in relation to their application to you for grant funding to carry out a scheme of repair to the Ancient Monument (the **"Scheme of Repair"**).

I/We hereby confirm to you my/our consent to the carrying out of the Scheme of Repair as set out in the Grantee's application for grant to you (and as subsequently approved by you) which will form the basis of a grant contract between you and the Grantee (the **"Grant Contract"**) and confirm that for the period of the works to carry out the Scheme of Repair and for a further period of [5/10/15 years][Insert the Control Period from the Grant Contract] from the Scheme of Repair Completion Date (as set out in the Grant Offer), I/we will:-

* permit access to the Ancient Monument to the Grantee in order to carry out the Scheme of Repair and to you, Historic Environment Scotland for the purpose of any inspection of the Scheme of Repair;
* Following the Scheme of Repair Completion Date, I/we will:-
  + permit the Grantee access to the Ancient Monument to carry out and complete any inspections, repairs and maintenance to the Ancient Monument required under the Grant Contract;
  + not alter, extend or demolish the Ancient Monument without your consent;
  + continue to make the Ancient Monument available for the "End Use" (as set out in the Grant Contract); and
  + allow the public to access the Ancient Monument on the terms set out in the Grant Contract.

I/We undertake to you that I/we will procure that:-

* if we sell the Ancient Monument we will take our successors in title bound by the terms of this letter, such that our successors will grant and deliver to you a letter addressed to Historic Environment Scotland on the same terms as this letter, including the inclusion of this paragraph; and
* if we lease the Ancient Monument, we will include provisions in the lease or vary the lease as required to ensure that the undertakings given in this letter will be observed and permitted by the tenant.

Yours sincerely