


View or download approved building warrant documents

After your building warrant application (or amendment or completion certificate) is approved we will make any associated drawings available for download on our web site www.fifedirect.org.uk/buildingstandards.

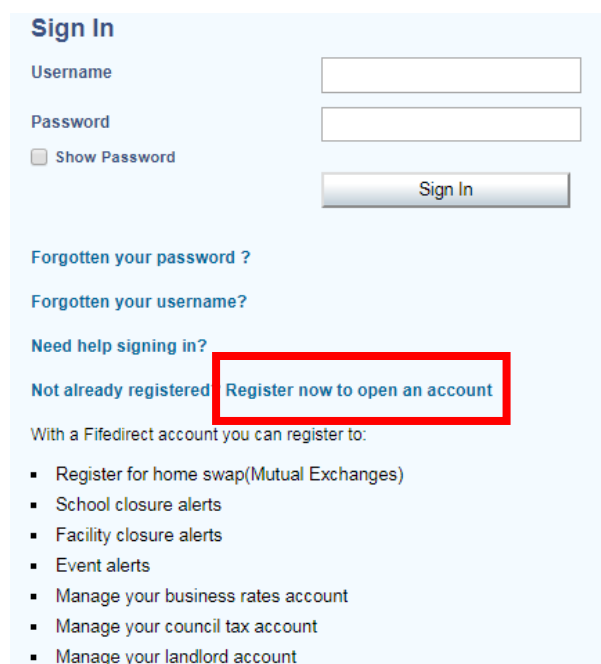
To view or download your approved drawings you need to join fifedirect and link to the building warrant application. If you have already joined fifedirect then please go to Section 2 View & download approved drawings

1. Join fifedirect – click on the Sign In/Join link at the top right of the web page:



The screenshot shows the Fife Council website. At the top right, there is a 'Sign In / Join' link highlighted with a red box. Below the navigation bar, the page title is 'Building Standards and Public Safety'. The main content area contains several quick links: 'How to apply for a building warrant', 'All application forms & guidance', 'eBuilding Standards Apply Online', 'Make a Payment', 'Track a building warrant', and 'Customer Charter and Performance'. A sidebar on the right lists 'Do it Online' services. The left sidebar contains a menu with categories like 'Careers and Jobs', 'Community life and leisure', 'Council and democracy', 'Environment and recycling', 'Housing', 'Lifelong learning', 'Planning and building standards', 'Building Standards and Public Safety', 'Education and learning', 'Health and social care', 'Transport and roads', and 'Employee information'.

Then click on the link 'Register now to open an account'



The screenshot shows the 'Sign In' form. It includes fields for 'Username' and 'Password', a 'Show Password' checkbox, and a 'Sign In' button. Below the form, there are links for 'Forgotten your password?', 'Forgotten your username?', 'Need help signing in?', and 'Not already registered'. The 'Not already registered' link is highlighted with a red box and points to 'Register now to open an account'. Below this, there is a list of services that can be registered for:

- Register for home swap(Mutual Exchanges)
- School closure alerts
- Facility closure alerts
- Event alerts
- Manage your business rates account
- Manage your council tax account
- Manage your landlord account

Click on 'Join Now' and follow the instruction on screen to create your fifedirect account. **You must register using the email address used on the building warrant application form for applicant, agent or owner.**

Introduction Personal Details Address Password Confirmation

Introduction

If you live, study or work in Fife, joining fifedirect gives you a personalised view of local information and services. What you want – when you want it! You only need to give us your details once.

Joining gives you access to text and e-mail alerts about **emergency school closures**. Other **online services**, such as reporting road faults or abandoned vehicles, are quicker to use because your contact details will be filled in automatically. Sign in to fifedirect to see a record of your recent alerts or online service requests, give feedback on the services you've received, and personalise your homepage with links to your favourite parts of the site. You will also be able to register to view your council tax account.

So let's get personal! Join fifedirect today by filling in the form below.
[Privacy](#)

Join Now >>

Once you have completed the registration process and logged in to your fifedirect account there will be a Building Standards box on your home screen:

Building Standards

[View all applications >](#)
[Link to a new application >](#)

[view all applications](#)

The first time you click on 'Link to a new application' you will see a link to send an activation email. This is an additional security measure, please click on this link and follow the instructions in the email you are sent to activate your Building Standards account.

Link To A New Application :

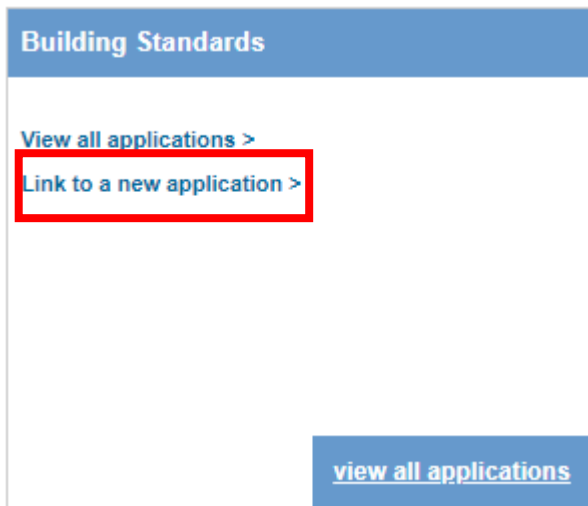
Please enter the reference number of the application you want to link to :

Before you can register an application, we need to verify your e-mail address. You will only be able to view applications you have registered using this e-mail address.

[Click here and an activation e-mail will be sent to](#) [your email address]

You only need to activate your Building Standards account once. Next time you login you can go straight to section 2 View & download approved drawings.

2. View & download approved drawings



Select 'Link to a new application' to open the window below:

Link To A New Application :

Please enter the reference number of the application you want to link to :

Ref No

Email Address (this is the address registered against your application and your fifeDirect account)

Please read the following statements carefully and tick the box below to confirm you understand and accept the terms and conditions.

I understand that access to records is only permitted in accordance with the Building (Scotland) Procedure Regulations, as amended, and confirm that I am the applicant or duly authorised agent for this application.

I understand that the approved documents will be available to view and download for one month and that there may be a charge to make these available again after this has expired.

Please confirm you accept these terms and conditions*

To link to an application enter the building warrant reference number in the box at the top, tick the check box if you agree to the terms and conditions then click the 'Link' button.

You can view all of the application you have linked to by selecting 'View all applications' from the Building Standards menu:

