

# Chimney Notice Plates

As required by Building Regulations and  
Approved Document J 2010 for hearth,  
fireplace, flue or chimney installations

<b>IMPORTANT SAFETY NOTICE</b>	
<b>This label must not be removed or covered</b>	
Property at _____	
The chimney/flue/hearth located in the _____	
The chimney is _____	
and has been relined with _____	
Chimney designation _____	Flue size _____
The chimney is suitable for _____	
is the flue suitable for condensing appliances _____	
Hearth suitable for _____	
New appliance installed is a _____	
Date of installation _____	Ref: _____
By _____	
Other information _____	
Get the heating appliance & chimney checked annually by a competent contractor If burning solid fuel it is essential the flue is swept regularly. Plate version: 1-3/02	

© Copyright - Topstak Chimney Specialists Ltd. 2002 tel 01446 771567

# Topstak

Chimneys | Flue liners | Accessories

**Call 01446 771567**

## Guidance on filling out the Notice plate

The Topstak Notice plate measures 110mm x 110mm and is made from aluminium with an anodised finish for ease of writing with a permanent marker pen.

The information to be given depends on the actual installation and the table to the right gives general guidance.

<b>IMPORTANT SAFETY NOTICE</b>	
<b>This label must not be removed or covered</b>	
1	Property at
2	The chimney/flue/hearth located in the
3	The chimney is
4	and has been relined with
5	Chimney designation <span style="float: right;">Flue size</span>
6	The chimney is suitable for
7	is the flue suitable for condensing appliances
8	Hearth suitable for
9	New appliance installed is a
10	Date of installation <span style="float: right;">Ref:</span>
11	By
12	Other information
<p>Get the heating appliance &amp; chimney checked annually by a competent contractor</p> <p>If burning solid fuel it is essential the flue is swept regularly. Plate version: 1-3/02</p>	

© Copyright - Topstak Chimney Specialists Ltd. 2002 tel 01446 771567

\* The line numbers do not appear on the plates and refer to the guidance on the right.

Line no	Compulsory or Optional	Notes
1	Compulsory	State the address of the property.
2	Compulsory	State the room where the hearth or beginning of the flue is located, for example "Lounge on ground floor".
3	Compulsory	If the chimney is a new installation state the type of system and manufacturer's name, for example a <i>Scheidel ICS insulated metal chimney</i> . If the chimney is existing, such as a masonry chimney you could state " <i>Existing masonry chimney</i> ".
4	Compulsory	If the chimney is new you could state " <i>Not applicable new chimney see above</i> ". If the existing chimney has been relined state system used and manufacturer's name e.g. <i>Topstak Multiflex flexible multifuel liner</i> . If it has not been relined state " <i>Not relined</i> ".
5	Flue size compulsory, flue designation optional	The designation information is optional and if known should be given as defined in BS EN 1443 or by the manufacturer. e.g. <i>if the liner is Multiflex 316 the designation is T600 N1 WV2 L59910G</i> . The flue size must be stated and it is advisable to state the shape e.g. <i>150mm dia</i> .
6	Compulsory	State what generic types of appliances the chimney/liner can be safely used with. e.g. "wood or multifuel stove".
7	Compulsory	If the flue/chimney product is suitable for condensing appliances state Yes. If it is not state No.
8	Compulsory	State what generic types of appliances can be used on the hearth.
9	Optional	This gives the option to state the make of the installed appliance. It is advisable to do this.
10	Compulsory	State date of installation. The space for "Ref" can be used to note the installer's job number.
11	Optional	This space is for recording optional information such as contact details of the person or firm carrying out the installation.
12	Optional	This space can be used for giving additional information.

Note: It is the responsibility of the installer to ensure the information written on the plate is correct and the installation complies with the relevant Building Regulation requirements in the area where the installation is carried out.

## The requirements for Notice plates

The Building Regulations state the legal requirements for installation of hearths, fireplaces, flues, chimneys and combustion appliances including stoves and boilers.

Since 2002 Approved Document J explains these requirements for England and Wales.\* The current 2010 Edition gives the following guidance on how to comply with the following mandatory Requirement J4 of the Building Regulations for England and Wales:

“Where a hearth, fireplace, flue or chimney is provided or extended, a durable notice containing information on the performance capabilities of the hearth, fireplace, flue or chimney shall be affixed in a suitable place in the building for the purpose of enabling combustion appliances to be safely installed.”

Similar requirements for provision of a notice plate apply in Scotland, which also requires a plate when an appliance is fitted.

The installer carrying out the installation is considered to be responsible for providing the completed notice plate and fixing it in accordance with the requirements given in the following clauses 1.57 to 1.59 of the Approved Document J.

1.57 Where a hearth, fireplace (including a flue box), flue or chimney is provided or extended (including cases where a flue is provided as part of the refurbishment work), information essential to the correct application and use of these facilities should be permanently posted in the building. A way of meeting this requirement would be to provide a notice plate as shown in Diagram 16 conveying the following information:

Continued on back page...

\*Building Regulations in Wales were devolved to the Welsh Government on 31st December 2011.

# Topstak

Continued...

- a) the location of the hearth, fireplace (or flue box) or the location of the beginning of the flue;
- b) the category of the flue and generic types of appliances that can be safely accommodated;
- c) the type and size of the flue (or its liner if it has been relined) and the manufacturer's name;
- d) the installation date.

1.57 Notice plates should be robust, indelibly marked and securely fixed in an unobtrusive but obvious position within the building such as:

- a) next to the electricity consumer unit;
- b) next to the chimney or hearth described; or
- c) next to the water supply stop-cock.

1.58 For chimney products whose performance characteristics have been assessed in accordance with a European Standard (EN) and which are supplied or marked with a designation as described in Paragraph 0.4 (9), the installer may optionally include this designation on the label as shown in Diagram 16.

-----

**Topstak supplies a wide range of products for building, relining and renovating chimneys.**

**Visit our website for further information**  
and click on the Trade tab.

**[www.topstak.co.uk](http://www.topstak.co.uk)**

Topstak Chimney Specialists Ltd.  
Unit 42, Vale Business Park, Cowbridge,  
Vale of Glamorgan CF71 7PF  
Phone: 01446 771567