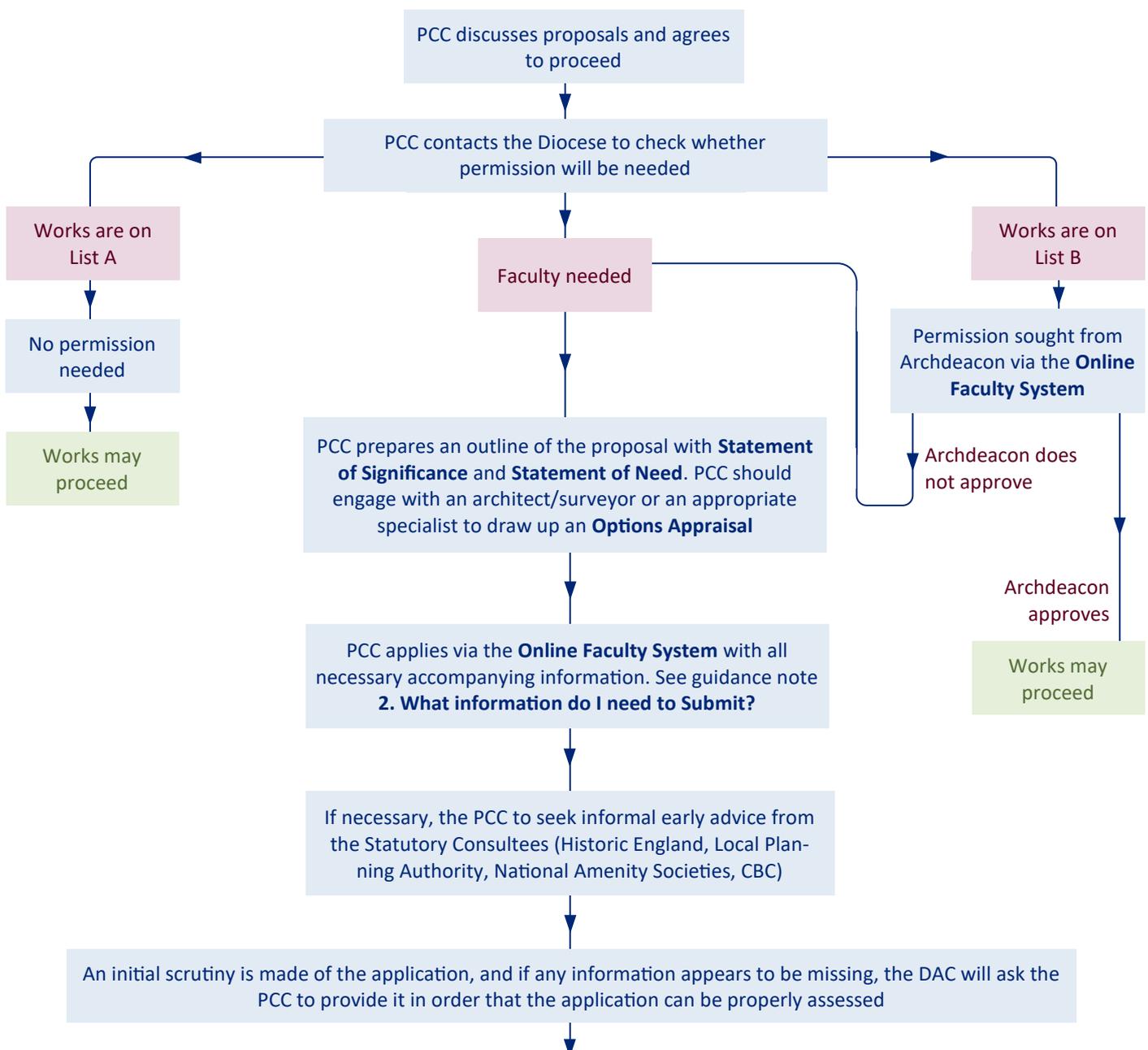


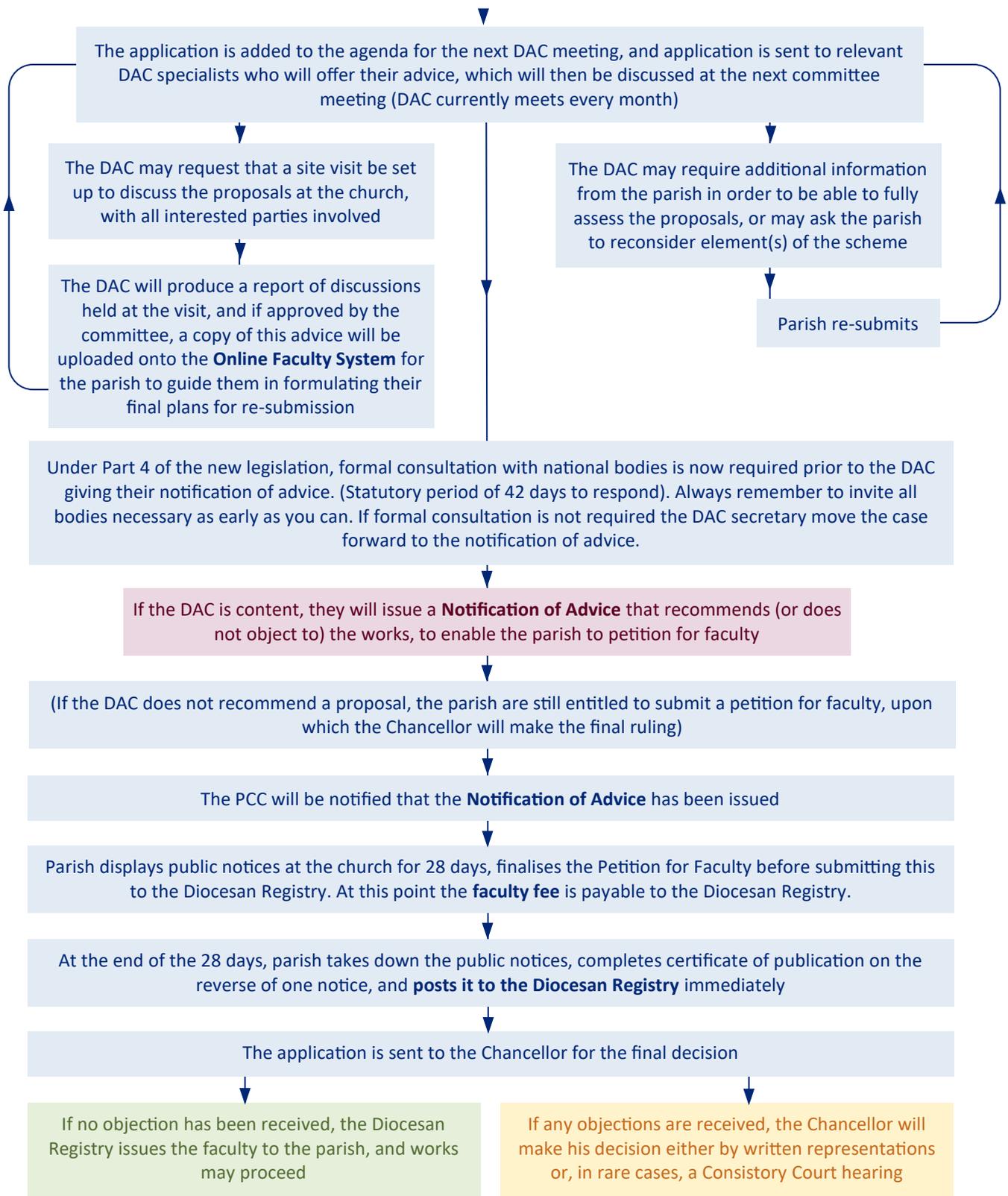
## How do I apply for a faculty?

Guidance note from the Church Buildings Office

All applications for works to churches should be submitted via the Church of England's Online Faculty System - <https://facultyonline.churchofengland.org/>

A faculty is the permission that is needed to undertake anything more than minor works to a church or churchyard. When planning any works, the PCC should consult the Diocese at an early stage to see whether any form of permission will be needed. The following chart explains the steps that you will need to go through if applying for a faculty.





This is information sheet 1 of 4 on the faculty application process. Please also see:

2. What information do I need to submit?
3. Who else might I need to consult?
4. Online faculty system - tips

For further information and guidance, please contact

**Emma Brown** Church Buildings Advisor

T: 01749 685271

E: [emma.brown@bathwells.anglican.org](mailto:emma.brown@bathwells.anglican.org)