

How to find out landowner details

It is important that you gain permission in advance from any landowner or custodians if you are entering private property or sites with restricted access. Below we have provided a few methods for finding out the landowner details.

Please note that the bat detectors must not be left on any land with public access as these are not secure locations and equipment could be tampered with or stolen.

1. **Search the address online.** Entering the address and any details about the land into a search engine is always a good place to start and is likely to get the information you need.
2. **Use paid websites.** These are usually based on the information found in official registries, for example **www.landregistryservices.com** for England & Wales. The information you need can be found in the Title Register, but please be aware you will be charged a fee to see the landowner's details.
3. **Ask around.** Sometimes this can be the easiest way to find out the landowner details. Try to ask in the local post office/shops/pubs to see if anyone knows the details of the landowner or can pass your details on to them.
4. **Check the electoral register.** The electoral register lists the names and addresses of everyone who's registered to vote. If you have the address of the site you need to survey you can use this to look up the name of the landowner. You can find out where to view the electoral register by contacting your local Electoral Registration Office from here <https://www.gov.uk/get-on-electoral-register>. It tends to be available at local libraries.
5. **Contact park departments and staff.** If the whole site or sections of it are located within a park, there are a range of options for whom to contact to get landowner details. If it's a public park, try contacting the local council's parks department. For National Parks contact the National Park Authorities. Staff are also worth contacting such as park rangers and nature reserve managers. NB. Parks are not usually secure locations because of public access and bat detectors should not be left there.
6. **Contact the council.** Your local council may also be able to provide you with landowner permission if your site is on council owned land. All councils will have a website where you can obtain contact details or fill in an enquiries form.

Once found, record the landowner details and the location they apply to on the form overleaf. Please ask them to sign the landowner permission box and **scan/photograph and email to** the Devon Bat Survey Coordinator via bats@devonwildlifetrust.org or post to Lindsay Mahon, DWT, Cricklepit Mill, Commercial Road, Exeter, EX2 4AB.

To Whom It May Concern

The holder of this letter is taking part in the Devon Bat Survey. Devon Bat Survey began through the Devon Greater Horseshoe Bat Project, a 5-year partnership project led by Devon Wildlife Trust which ran until January 2021. Since summer 2021, Devon Bat Survey has been run by Devon Wildlife Trust and Devon Biodiversity Records Centre, as part of the Saving Devon's Treescapes project.

Between May and early October, volunteers can borrow bat detectors to enable bats to be recorded, helping to build up a picture of how they use the landscape. The aim is to increase our knowledge of the distribution of all bat species across the county, including 4 of the core Saving Devon's Treescapes project areas. All confirmed species records will also be submitted to the Devon Biodiversity Records Centre's species database.

This survey requires the volunteer to choose a 1km grid square to survey, which in this case your land lies within. They will then set up a detector in a suitable secure location and this is left outside to automatically trigger and record bats through the night. Detectors are normally put out before sunset on day 1 and picked up on day 4, providing three nights of recordings.

Any help you can give the bearer of this letter in allowing access to privately owned land would be very much appreciated. If you do grant permission, please would you complete the form provided by the volunteer.

Please do not hesitate to telephone or email if you would like more information on the survey or visit the Devon Bat Survey website (<https://www.devonwildlifetrust.org/devon-bat-survey-2023>) for more information.

Any landowner information that is gathered for the purposes of this survey will be kept confidential and not used for any other purposes.

Thank you for your assistance.

Kind regards,

Lindsay Mahon

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Saving Devon's Treescapes Citizen Science Assistant
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www.devonwildlifetrust.org/devon-bat-survey-2023

Devon Bat Survey - Landowner Details & Permission

Name & Contact Details	Location of detector (grid ref – to be completed by volunteer)
<p>I have given permission for a Devon Bat Survey volunteer to carry out a survey of bats at the location detailed above</p> <p>Signed _____ Date _____</p> <p>Your personal details will be entered onto a database for the purpose of confirming permission was granted.</p> <p>If you DO NOT wish the Devon Wildlife Trust to hold your details please tick this box <input type="checkbox"/></p>	