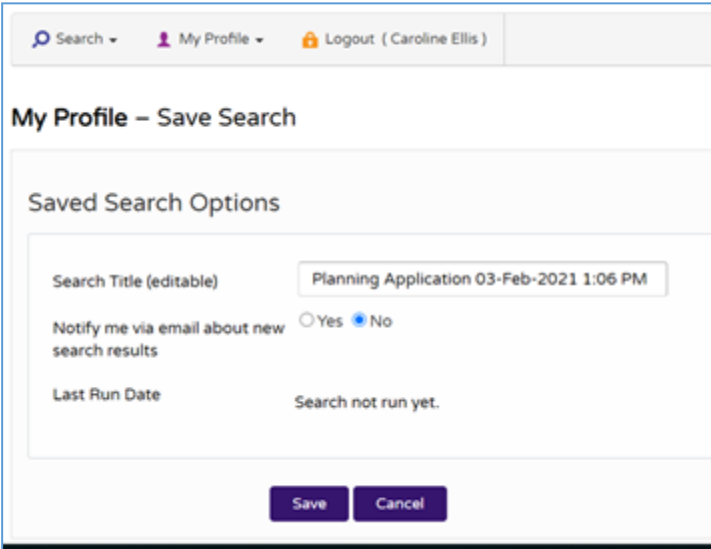


Registering to Receive WODC Planning Application Alerts

If you wish to receive notification of new Planning Applications, from West Oxfordshire District Council, you can do this as detailed below.

- a) Go to <https://www.westoxon.gov.uk/planning-and-building/planning-permission/view-planning-applications/>
- b) Click on Register & go through that process
- c) Go onto View Planning Applications again
- d) Log in
- e) Click on the Advance Tab
- f) Pick Parish &/or other criteria
- g) Choose from/to dates (in the past / present and/or in the future)
- h) Click Search – you should now see the results
- i) Click Save & you will see the page below



The screenshot shows a web interface for saving a search. At the top, there is a navigation bar with links for 'Search', 'My Profile', and 'Logout (Caroline Ellis)'. Below this, the page title is 'My Profile - Save Search'. The main section is titled 'Saved Search Options' and contains a form with the following fields:

- Search Title (editable):** A text box containing 'Planning Application 03-Feb-2021 1:06 PM'.
- Notify me via email about new search results:** Radio buttons for 'Yes' and 'No', with 'No' selected.
- Last Run Date:** A text box containing 'Search not run yet.'

At the bottom of the form are two buttons: 'Save' and 'Cancel'.

- j) Click YES to 'Notify me by email' and you will be set up to receive alerts