[Your company name and logo]

Permit to Load

Issue only when the temporary works have been installed and checked against the design

Project		**Permit number**	
TW register ref		**Location**	
Description of temporary works		**Design ref and revision**	

Pre load checks

Check	Yes	No / N/A	Notes and action
Installed in line with the design drawings and specification			
Design check certificate received for this item			
Foundations, bearing and ground conditions as assumed in the design			
Components undamaged and correctly connected			
Ties, bracing and restraints in place			
Loading limits and sequence briefed to the team			
Inspection recorded by the Temporary Works Supervisor			

Permission is given to load the temporary works described above, within the limits of the design.

Sign off

Role	Name	Signature	Date
Temporary Works Supervisor			
Temporary Works Coordinator			

[Your company name and logo]

Permit to Strike or Dismantle

Issue only when the permanent works can carry the loads and removal has been planned

Project		**Permit number**	
TW register ref		**Location**	
Description of temporary works		**Linked permit to load**	

Pre strike checks

Check	Yes	No / N/A	Notes and action
Permanent works have reached the strength or stage the design requires			
Designer or engineer has confirmed the item can be removed			
Striking sequence agreed and briefed			
Exclusion zone and access arrangements in place			
Any back propping or re propping requirements confirmed			

Permission is given to strike or dismantle the temporary works described above in the agreed sequence.

Sign off

Role	Name	Signature	Date
Temporary Works Supervisor			
Temporary Works Coordinator			

Check the clauses, periods and requirements in your own contract and procedures before use. This template is general guidance, not legal advice.