

To [owner or occupier, of (address)].

Please take notice that I desire that a/the fence be erected/repared between your property and my adjoining property at [address] in accordance with the following particulars:

1. Description of boundary to be fenced.
2. Type of fence
3. To be constructed by a contractor, or by one or both neighbours.
4. Estimated total cost (to be shared half/as specified).
5. How the materials are to be bought, supplied and paid for.
6. Date to start.

Within 21 days after the date you receive this notice, you may object to any of the above particulars and make your counter-proposals. Within the same time period, if you claim that you are not liable to pay for fencing, you may notify me accordingly and supply the name and address of the person who is liable for fencing in connection with your property.

If no objection is received, I will proceed with the fencing in accordance with this notice, and you will be deemed to have agreed to the proposals set out in this notice and will be liable to share the cost accordingly.

This notice is given under the Fencing Act 1978.

Dated this day of 20 ...

Signed