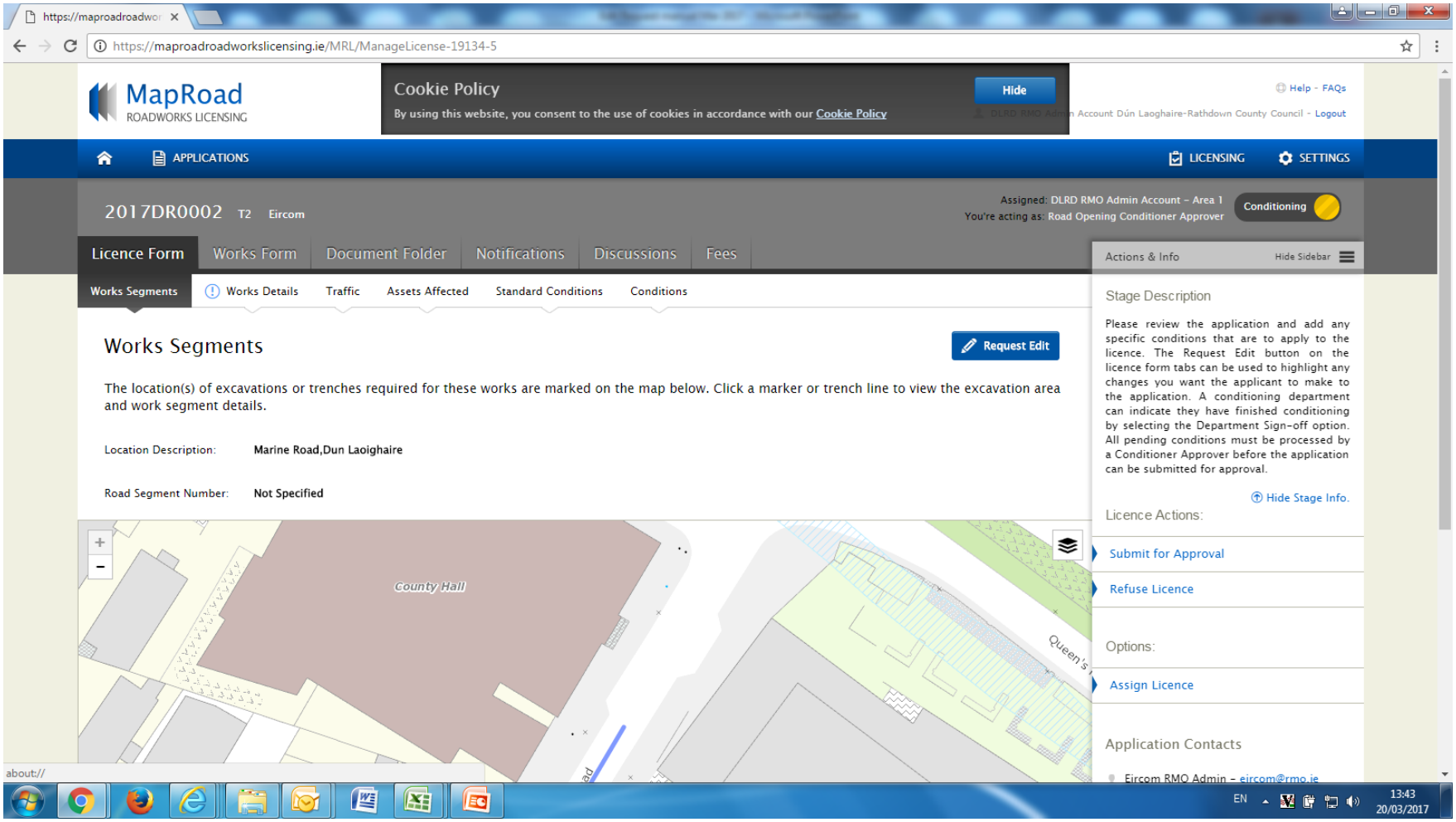
MapRoad
ROADWORKS LICENSING

Title : Edit Request	
Reference:	**10**
Revision:	**1**
Date:	**20/03/17**

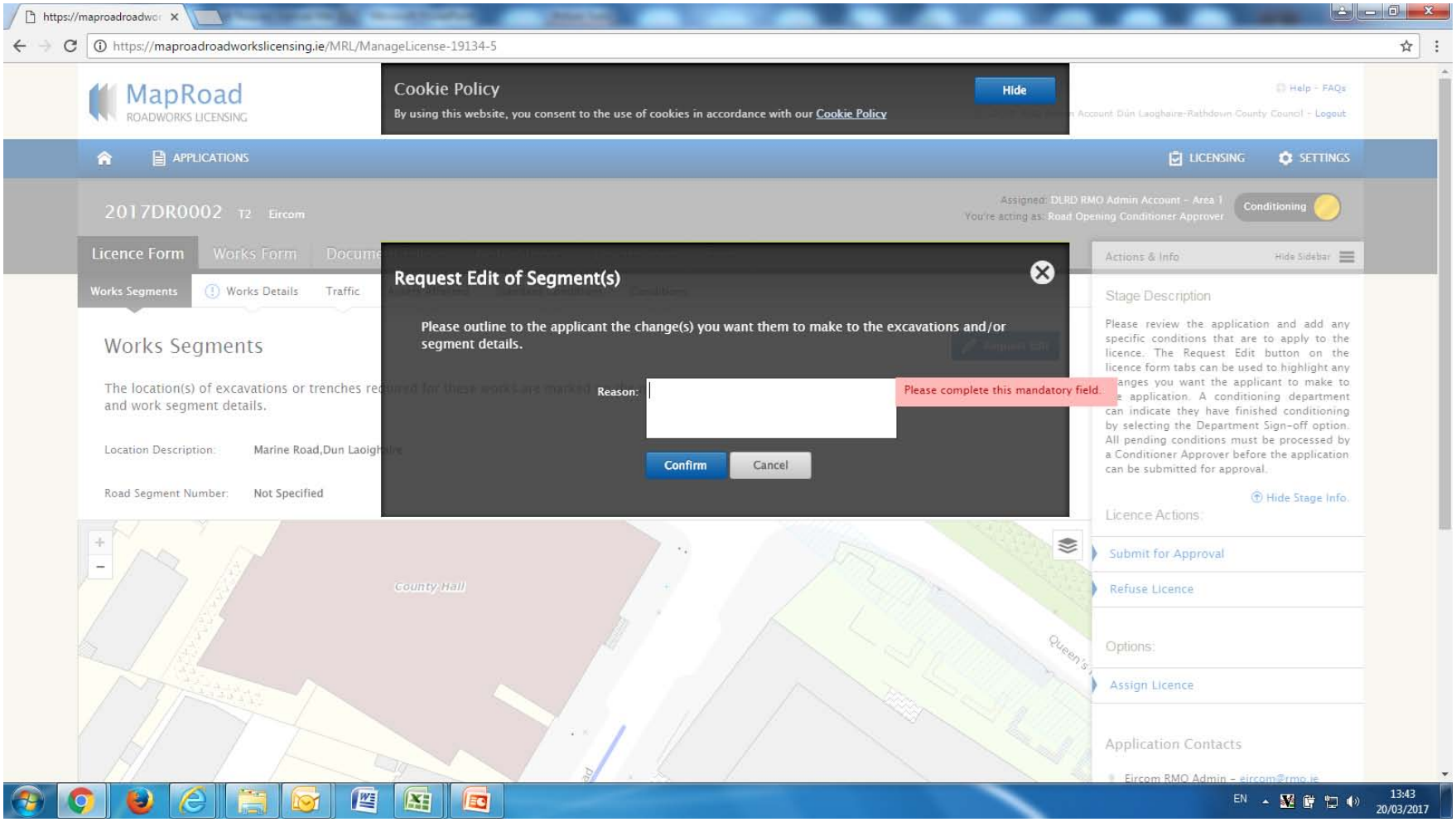
Edit Request are submitted to enable the applicant edit the submitted application and/or for further information/clarification required.

Edit requests may be submitted from the Processing Stage to the Approval Stage inclusive.

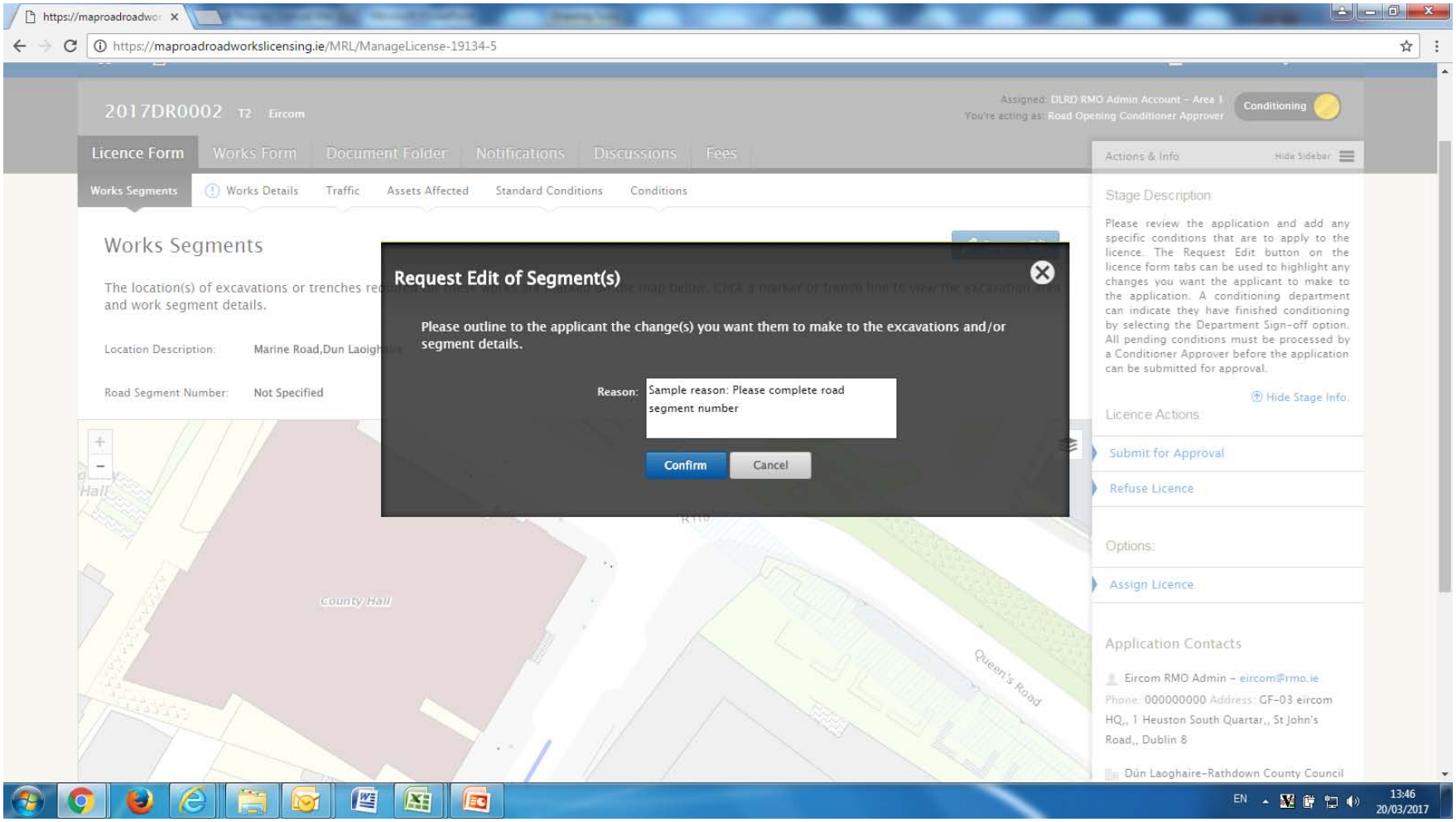
Select ‘Request Edit’



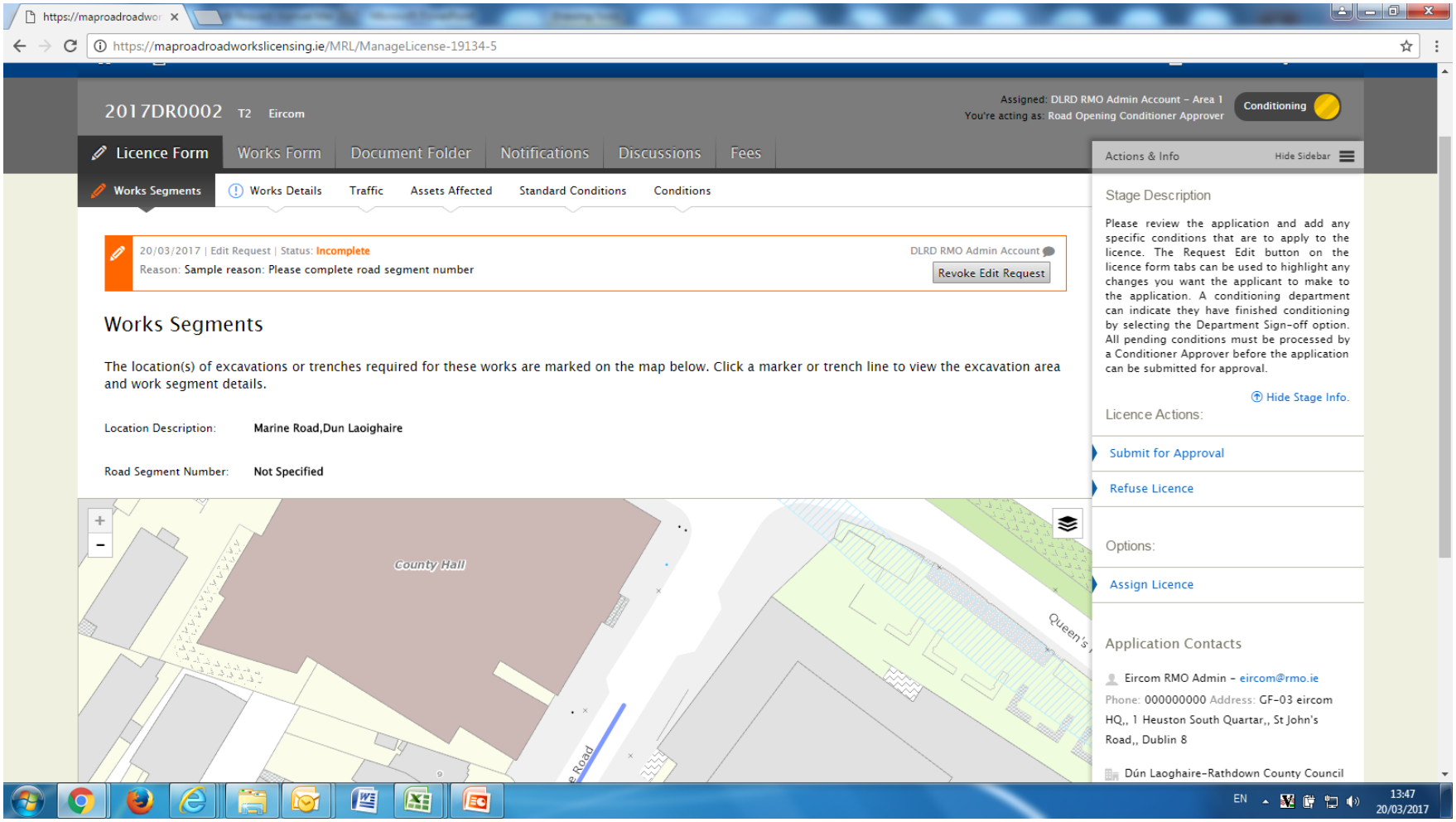
Please complete mandatory field



Give reason and click “Confirm”

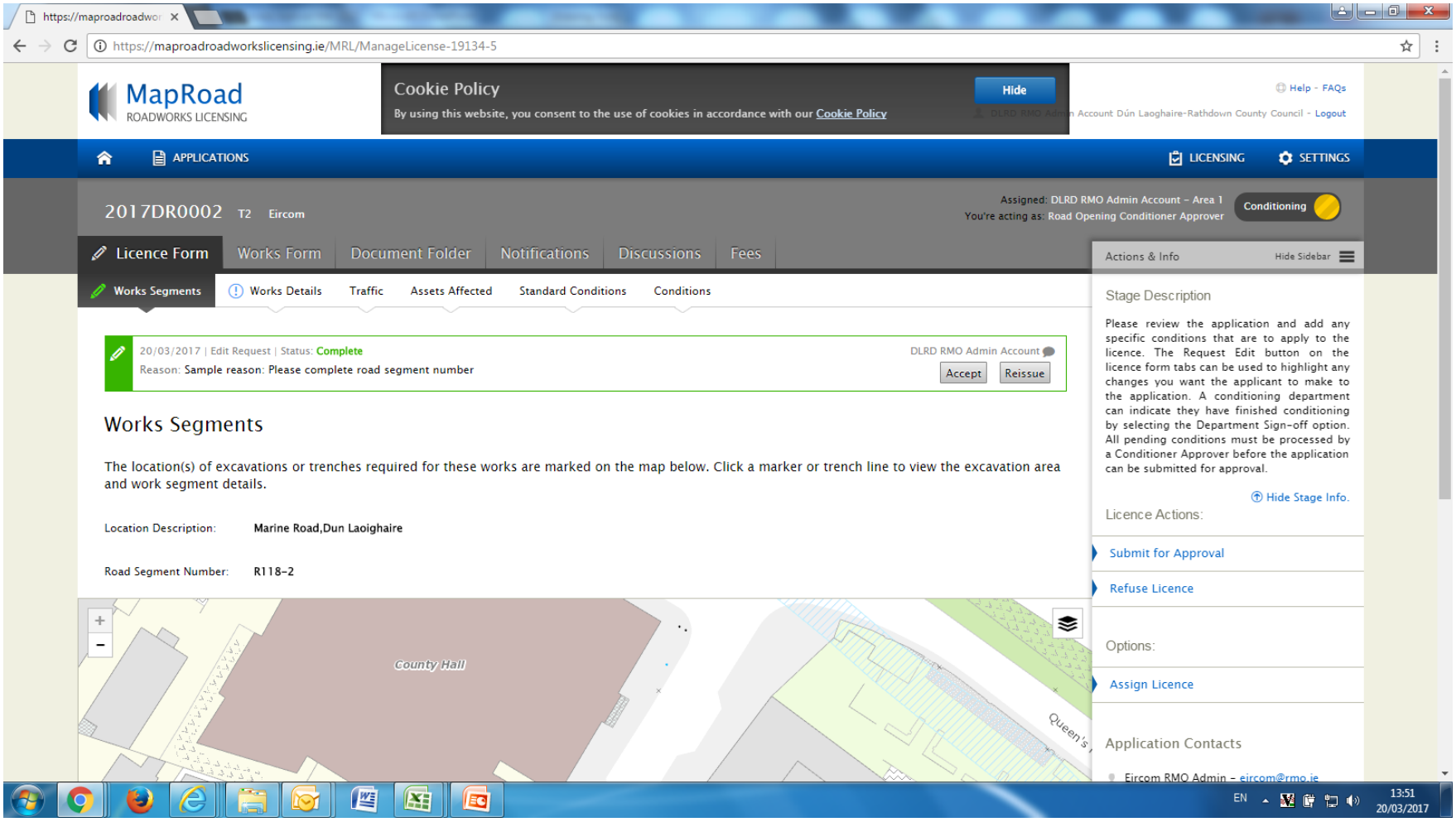


Edit request status, currently “Incomplete” and in Orange colour is visible to view.



- Applicant receives email notification regarding attention required to address and complete the Local Authorities edit request.
- Once the applicant completes the edit request, the Local Authorities assigned user receives notification that the edit request has been addressed.

Status of the edit request is now “Complete” and now in changed to Green.
If satisfied with the submitted details select “Accept”.
If Unsatisfied please select “Reissue”.



For any queries please contact the RMO through Support@mrl.jitbit.com