

## REQUIRED DOCUMENTS FOR PLOT ENTRY- EXIT APPROVAL

S\_421.24\_ver1.2

### BASIC REQUIRED DOCUMENTS

**For new installations or modification of an existing one, on a privately owned or rented property.**

#### **Required documents:**

- **Application by legal or authorized representative**
- **Copy of the deposit receipt for the file evaluation fee of €600 plus VAT, to IBAN GR8802600250000410201213778, with the reason for payment: Proof for the issuance of an Entrance-Exit permit for <company name>.**
- **G.E.MI Certificate**
- **Details of the company's legal representatives-managers**
- **Topographical diagram showing:**
  - The width and axis of the road.
  - The building line.
  - The alignment line.
  - The sidewalks
  - The storm drain grates
  - Any neighboring electricity poles.
  - Existing signs.
  - Positions of neighboring KAFEOs, etc.
  - Parking spaces
  - Marked areas in front of entrances-exits (if required) and the required signs.
  - The altimetric survey (in case of an elevation difference between the plot and the road).
  - Photographs of the front of the installation plot.
- **Technical Report (including traffic load, vehicle traffic flow, signage)**
- **Declaration of the owner or tenant (all owners or tenants or legal representative) stating:**
  - The right to use
  - The interested party is obliged to construct the entrance-exit at their own expense.

#### **Additional notes:**

- This list of required documents may vary depending on the specific circumstances of the case. It is always best to consult with the DEPPATHE to get the most accurate information.
- The documents must be submitted in Greek.
- The application must be submitted to the competent authority.

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### ADDITIONAL DOCUMENTS AS APPROPRIATE

- Copy of building permit/construction permit (when a building has been erected or is to be erected on the property)
- Lighting plan (if required) together with a lighting technical report.
- Declaration of granted permission (in the event that permission is required from neighboring property owners for the construction of the entrance-exit.)

#### Update of entrance-exit

**To update an existing entrance-exit, the following documents must also be submitted:**

- **A copy of the approval and the accompanying plan that shows the location and design of the updated entrance-exit.**