

Energy Order Form

Design stage SAP rating and Energy Performance Certificate (EPC)

Contact name: NHBC Reg no: Company name: Address: Postcode: Tel: Email [■] :	Site name: Site address: Postcode:
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To order energy ratings for Part F, Northern Ireland

All prices exclude VAT	Number of plots	SAP rating at design stage [▲]		EPC on completion, based on existing SAP	
		Design stage fees per plot	Sub total	On completion fees per plot	Sub total
Self build and single unit only		Minimum charge of £150		Minimum charge of £150	
New build - 2-6 units		Minimum charge of £300		Minimum charge of £300	
New build - 7-50 units		£50 each		£50 each	
New build - 51+ units		£40 each		£50 each	
Printed documents [●]		£5 per plot		£5 per plot	

	Ex VAT	VAT	Total
Sub total SAP			
Sub total EPC			
Grand total			

Notes:

- Your documents will be delivered to you electronically. Please ensure that the email address is complete and correct.
- Should email not be convenient, we can send printed documents, for a small fee.
- ▲ Additional supplements will apply if Code-compatible results are required. Prices on application.

We need your help in supplying some key information to enable us to carry out the SAP rating.

Where this information is not contained on your drawings or specifications, please complete the heating questionnaire, downloadable from www.nhbcbuilder.co.uk/epc.

Table of Energy information required

- Floor plans and elevations
- Ground floor, external wall and roof construction, including finishes and insulation
- Exposed upper floor construction, over porches, garages, etc.
- Window and door specifications, including glazing type and gap
- Space heating system specification, including fuel type, controls - boiler make and model
- Hot water system specification, including controls and cylinder size
- Any secondary heating system
- Ventilation, including extract fans, heat recovery systems and passive ventilation
- Loft hatch, including draught proofing
- Design air permeability and thermal bridging details
- Site plan showing orientation

Payment details

You can pay everything up front, or pay in two instalments, when you order the design stage and when you confirm you need the EPC.

If you have an invoice account with NHBC (NHBC Registered Builder/developer only) please tick here

I enclose a cheque for £ (Please make cheque payable to NHBC Services Ltd)

Or debit my Visa/Mastercard (delete as applicable) for the sum of £

Card no:

Expiry date: -

Card holder's name:

Card holder's signature: Date:

Please undertake services as described.

I enclose documents and payment and have read and accepted the cancellation policy as detailed below.

Signature: Date:

Print name: Tel no:

Cancellation Policy

On receipt of your order work will commence. In the event of cancellation NHBC will issue a revised invoice. If the job is cancelled within one week of the order having been placed 50% of the fee will be refunded, if work has not commenced. No refund will be given if the order is cancelled more than one week after the order has been placed or if work has commenced.

Data Protection Act 1998:

(This Notice only applies to individuals and not to limited companies). NHBC is the data controller. We store the details you supply for administration purposes and sales analysis. By completing and returning this form you agree to NHBC processing your data. If you do not wish to be approached, please tick the appropriate box(es).

In the future we may contact you for research purposes or to keep you informed of NHBC products and services that may be of interest to you. If you do not wish to be contacted by NHBC please tick the box

NHBC may also pass your details to carefully selected third parties who may contact you with free publications and selected offers that they believe may be of interest to you. If you do not wish your details to be passed on to third parties please tick the box



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