

Feed-in Tariff Application Form

green energy

Once you've completed all the details print off this form, sign it and return to us at Green Energy (UK) plc, Black Swan House, 23 Baldock Street, Ware, SG12 9DH. Scanned documents can be sent to fits@greenenergyuk.com. If you prefer to fill this form in by hand please write clearly in BLOCK CAPITAL letters.

COMPLETED APPLICATION CHECKLIST:

In addition to this form please provide:

- Copy of MCS certificate
- Proof of Identity (copy of passport or driver's licence)
- Copy of the final invoice from the installer showing full payment
- An up to date meter reading taken on or after the date we receive the forms

For Solar PV installations please also provide:

- Copy of Energy Performance Certificate (EPC)
- Completed PV Declaration Form

If you have a battery storage system please also provide:

- Copy of the Single Line Diagram or Schematic Drawing

Commercial installation owners please provide:

- Company name and registration number. If you are not a limited company please provide proof of identity and address.

Don't delay sending us this form as we can only pay you from the date we receive the form.

Green Energy UK are a **Voluntary Feed in Tariff Supplier** and this means that we can only arrange for payments to **our own supply customers**. Please note that each Installation that you wish to apply for will require a separate application form.

* Indicates mandatory field. ** Indicates mandatory field for Solar PV Customers.

SECTION 1 - FIT PAYMENT TYPE *

Please indicate with an x which payment type you would like to receive from Green Energy UK:

Generation & Fixed Export payments

Generation payments only - I am off grid

SECTION 2 - GENERATOR CONTACT DETAILS *

Please note that for the purposes of this FIT application form, the Generator is the person who owns the generation equipment:

Title Mr, Mrs etc

First Name

Surname

SECTION 2A *

Generator Contact Address

Postcode

Contact telephone number

Mobile telephone number

Email

VAT registered? Yes/No

If yes, please provide VAT registration number

Please indicate whether the installation is located at a domestic or non-domestic address:

Domestic

Non Domestic

If Non Domestic please provide Company Name and Registered Company number

SECTION 2B - NOMINATED RECIPIENT DETAILS

The person who receives the FIT payment can differ from the generator. If you would like payments to be made to someone other than the generator please provide their details below. If the payments are to be made to the Generator with the details in Section 2, please leave this section blank.

Title Mr, Mrs etc	<input type="text"/>
First Name	<input type="text"/>
Surname	<input type="text"/>
Address	<input type="text"/> <input type="text"/>
Postcode	<input type="text"/>
Contact telephone number	<input type="text"/>
Mobile telephone number	<input type="text"/>
Email	<input type="text"/>

In order to pay a nominated recipient the generator must also agree to said recipient being added to the Generator account and our import account for the customer. Please indicate that you agree to this person being added as a contact to your Green Energy UK account:

RECIPIENT BANK DETAILS *

Please provide details of the bank account where you would like to receive the FiT payment:

Bank Name	<input type="text"/>
Account Holders Name	<input type="text"/>
Sort Code	<input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/>
Account Number	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Branch Address	<input type="text"/>

SECTION 3 - GENERATION STATION LOCATION

The generation station location is the address where your generation equipment is installed. If you have more than one generating station a new form will need to be completed for each station. Please ensure this address is registered with the Post Office. If the address has not been registered this may cause delays with the installation being added to the Ofgem Central FIT Register.

Generation Station name *	<input type="text"/>
<i>The Generation station name is the address where your installation is located or a name of your choice for your installation.</i>	
Address *	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Postcode *	<input type="text"/>
Ordnance Survey Grid reference	<input type="text"/>

SECTION 4 - INSTALLATION DETAILS

*If your installation is PV, you will also need to complete a PV Declaration form.

Please indicate with an x which type of installation you are applying for: *

Solar PV	<input type="checkbox"/>	Anaerobic Digestion	<input type="checkbox"/>
Wind	<input type="checkbox"/>	Standalone Solar PV	<input type="checkbox"/>
Hydro	<input type="checkbox"/>		

Please indicate with an x the type of building the equipment is installed in: *

Domestic	<input type="checkbox"/>	Industrial	<input type="checkbox"/>
Community	<input type="checkbox"/>	Not attached to a building (i.e. located in a field)	<input type="checkbox"/>
Commercial	<input type="checkbox"/>		

If your installation is a PV system, please indicate with an x whether your equipment was installed as part of the fabric of the building e.g. solar roof tiles or added onto an existing building: **

New Building Existing Building

What is the total installed capacity of the generation equipment in kilowatts: * kW

For PV installations, the Total Installed Capacity of an installation is determined by multiplying the number of panels by the individual wattage of the panels. For example: 10 panels at 200 watts would give a total installed capacity of 2.00kW.

Please provide the total number of panels and the individual wattage to verify the total installed capacity of your installation:

Number of PV panels installed: ** Individual Wattage: ** W

What is the declared net capacity of your generation equipment in kilowatts: * kW

What is the date of installation/commission? * Day Month Year

This date is assumed to be the latest date that the equipment was installed and commissioned. If the device exports to the grid then the date of connection. All this information should be provided on your MCS certificate.

An installation cannot be accredited where a grant has been made from public funds in respect of any costs of purchasing or installing the installation.

Have you ever received a grant in respect of your installation? * Y N

Please note that grants received for items outside of the Eligible Installation **need not be declared as part of an application for FIT accreditation**. This can include, Pre-design feasibility studies and local electricity grid reinforcement/upgrades but please contact us if you have any specific questions. **If this is the case for your installation, please tick box 'N' above.**

If 'Yes' please fill in the information below:

What was the name of the grant?

On which date was the grant made? Day Month Year

Has it been repaid? Y N

If you have received a grant, you are only entitled to receive FIT payments if the grant was made before 1 July 2011, the accredited installation was first commissioned before 1 October 2011 and the installation owner will also be required to sign the following declaration confirming that:

I/We certify that the total value of public financial assistance I/we have received in relation to any economic activities - this relates to any grants received from a public body and is not limited to grants received for the installation - has not exceeded the de minimis aid levels of support, and that the combination of the grants they have received and the maximum expected FITs payments (export and generation tariffs) will similarly not exceed the de minimis levels of support.

I/We certify that I/we will notify Ofgem or their FITs licensee immediately if the de minimis levels of support are exceeded or if they think they are likely to be exceeded.

Signature of Generator or Authorised Signatory for and behalf of the Generator and date

Day Month Year

Please print name in block capitals

A table showing the indicative income from FITs payments is available at:
www.ofgem.gov.uk/Sustainability/Environment/fits/Grants/Pages/Grants.aspx

Where a grant for an installation does not meet any of the exemptions, the grant must be repaid before the installation can be considered for the FIT scheme.

SECTION 5 - GENERATOR ACCREDITATION *

The generating station must be accredited to one of the following two schemes to be eligible for FiT payments. Please indicate which scheme the generating unit is accredited to:

MCS

Generation equipment up to 50KW in size must be MCS (Microgeneration Certification Scheme) accredited (excluding anaerobic digestion units and micro-hydro installations).

MCS Certificate Number:

You must include a copy of your MCS accreditation certificate in order for your application to proceed.

OR

ROO-FiT

ROO-FiT Accreditation Date:

Day Month Year

ROO-FiT Accreditation Number:

Please note that for ROO-FiT applications you will need to process your own application through Ofgem's website

This type of accreditation applies to Hydro installations, AD installations and all technologies with an installed capacity over 50kWh.

Has your Distribution Company (Distribution Network Operator) been informed about the installation of your generation equipment? * Yes

Please ensure your installer has informed the Regional Distribution Network Operator (DNO) about the installation of your system. If the DNO hasn't been informed this could cause delays in your application. We can provide contact details for your DNO if you require them.

Please note installations with an MCS date and commissioning date from before 15th January 2016 are no longer eligible for the scheme.

SECTION 6 - GENERATION METERING *

Note - the generation station must be connected to an Ofgem accredited generation meter to be eligible for the FiT scheme, if no meter is at site then the application cannot be processed. A list of all eligible meters can be found on The National Measurement Office website: <http://www.bis.gov.uk/nmo/gas-and-electricity-meters/electricity-meters-introduction/Electricity-meters-for-feed-and-tariffs>

Do you have a generation meter? Y N How many meters are fitted?

If more than one meter is installed please also complete Section 9.

GENERATION METER DETAILS *

Manufacturer Model

Meter Serial Number

The manufacturer, model and meter serial number can be found on the front of your generation meter.

Meter Reading

Date of meter reading: Day Month Year

Was this installed at the same time as the generation equipment? Y N

Is the above meter approved/accredited by Ofgem? Y N

If you have answered No then you must speak to your installer to arrange for an Ofgem approved meter to be installed before this document can be completed and signed.

Please ensure you have provided an up to date reading of the generation meter for the date you return this form to us. We cannot process your application without an up to date reading taken on or after the date we receive your completed forms and we cannot backdate payments to your start read. If you are sending the form by post, we will need another reading from you on the day the forms reach us.

SECTION 7 - EXPORT METERING

Does the station have a connection to the National Grid? * Y N

Do you have an export meter? * Y N How many meters are fitted?

If more than one meter is installed please also complete Section 9.

SECTION 10 ENERGY EFFICIENCY REQUIREMENTS ** for solar only

For PV installations, the generation station must be wired to provide electricity to a building with an EPC energy efficiency rating of Level D or above in order to receive the higher tariff rate.

Please provide your EPC reference number:

Is your EPC rating level D or above?:

Y

N

You must include a copy of a valid EPC with your application.

Please note that the EPC issue date must be from a date before the issue date of the MCS certificate and commissioning date of the installation, otherwise the lower non EPC tariff rate applies.

SECTION 11 - SIGNATURE & DECLARATION *

1 I/We certify that I/we am/are the owner/operator of the above generating station or the person/s entitled to receive the financial incentives for the above generating station and request that the above generating station be considered for accreditation under the Feed-In Tariff scheme.

2 I/We hereby confirm that the Nominated Recipient details listed in Section 2a of this document are correct for the purposes of the Feed in Tariff.

3 By signing the declaration below you are confirming that you have installed a FITs eligible technology. You must not sign this form and send it until you have had the equipment installed and commissioned. For example, if you are installing solar PV, the panels must already be in their final, permanent position, have been connected to the electricity supply by an MCS or equivalent registered installer and the meter must be fitted and operational. Audit checks are in place to monitor for scheme misuse and you may be prosecuted if fraudulent activity is found to have taken place.

4 I hereby declare that I am authorised to make this notification.

Name of generator:

Signature of generator:

Date:

Please do not sign and return this form until you have the MCS certificate. The date which you sign and return a completed copy of this form to us, along with a copy of your MCS certificate is the eligibility date of your installation. If the form is incomplete it may affect the date that you are eligible for FIT payments.

COMPLETED APPLICATION CHECKLIST:

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If you have any questions regarding your Feed In Tariff application please feel free to contact our Generation Team on 01920 483046 or email fits@greenenergyuk.com.

Green Energy (UK) plc
Black Swan House, 23 Baldock Street, Ware. SG12 9DH

greenenergyuk.com
hello@greenenergyuk.com
01920 486156

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