



Building Energy Performance is our Business

Energy Performance Certificate Request for Quotation

Please complete this form as thoroughly as possible to initiate the production of an EPC for your Commercial Building. Don't worry if you can't answer all of the technical questions on the Building's construction and services as a survey will reveal these details. Call Michael Carr Consultancy Ltd on 01472 841077 to answer any queries. A quotation will be provided following assessment of the submitted information.

A) Building Details

Building Name
Building Address
Post Code
Function of Building (e.g. Retail & Offices)
Description of Building (e.g. Detached Industrial Unit).....
Year of Construction (Or Best Estimate) Total Floor Area (m²) (Measured Internally)
Number of Floors Number of Rooms
Construction of Walls
Construction of Floors (Ground & Intermediate)
Construction of Roof
Construction of Windows.....
Type of Glazing
Main Form of Heating & Fuel.....
Is the Building Air-Conditioned?
Is the Building Listed or situated in a Conservation Area?
Name of Person who can arrange access to the Building for Inspection.....
Phone..... E-Mail.....

B) Previous Energy Performance Certificate

(It is unlikely that the Building has an EPC unless it has recently been constructed, bought or leased)

Does the Building already have an Energy Performance Certificate?
If so please provide UPRN Reference: & RRN Reference:



C) Further Information

The production of an EPC requires the best possible information about the Building's construction and its Mechanical and Electrical Building Services to assess its Energy Performance. Please collect any drawings (plans, elevations & sections) and specifications you have describing the Building, how it is used and its heating, ventilation, air-conditioning and lighting and submit them with this questionnaire. Photographs of the Building exterior would also be useful. Kindly list what you are submitting below:-

Building Layout Drawings with function of each Room:

Building Construction Drawings & Specifications:

Mechanical & Electrical Drawings & Specifications:

If you know contacts who may have drawings and specifications as described above or otherwise have knowledge of the Building please detail them below:-

| Name: | Organisation: | Information on:- (e.g. Air-Conditioning) | Telephone: | E-Mail: |
|-------|---------------|---|------------|---------|
| | | | | |

D) Owner & Occupier Details

Name of Building Owner

Name of Building Occupier

Address

Address

Post Code Phone

Post Code.....Phone.....

Contact.....

Contact.....

E) Person Completing this Form

Name.....

I/We declare that the information provided is, to the

Organisation.....

best of my/our knowledge, true and complete and

Address

authorise the contacts detailed in Section C) to

.....

release information to Michael Carr Consultancy Ltd.

Post Code Phone.....

Signed..... Dated.....