

Feed in Tariffs (FIT) Generator Application Form

First Utility accepts no liability for the accuracy for the Generator Application. By not providing complete and accurate information may affect your tariff

First Utility is part of the Feed in Tariffs scheme and support our own electricity customers. If your current electricity supplier is British Gas, E.ON, EDF Energy, Npower, Scottish Power, SSE or Utility Warehouse please contact them directly to become part of the scheme, or go to the Ofgem website, www.ofgem.gov.uk for the list of suppliers who participate in the scheme.

The day we receive your completed Generator Application form and MCS certificate this is when your eligibility for the scheme will start. We will require a generation meter read as soon as possible from this date, and will contact you for the generation meter read.

Once we receive all appropriate documentation, we will register the technology with the Central FIT Register that is administered by Ofgem. Ofgem will confirm that the installation is registered and we will then send you a FITs Statement of Terms, which you are required to complete and send, back.

If you require help with this form please send an email to the Feedintariffs@first-utility.com mailbox where we will respond to your query. Alternatively you can call **01926 659774**, where we will be happy to answer your questions, if we are not there please leave a message and we will get back to you as soon as possible.

To complete registration we will require the following items:-

- A fully completed and signed Generator Application Form
- MCS Certificate (or ROO-FIT Accreditation)
- The signed Declarations (for Solar Photovoltaic only)
- Proof of Ownership of technology (copy of a paid invoice in your name from the installer)
- Energy Performance Certificate (for Solar Photovoltaic only)
- Photo of your generation meter
- Proof of Identity (photocopy of passport, driving licence or equivalent)
- Proof of address (recent utility bill, bank statement, council tax bill or equivalent)

Please send your completed FITs Application to:

By Post: First Utility, FITs Team, Point 3 Opus 40 Business Park, Haywood Road, Warwick CV34 5AH. (We do recommend that you register your post with Royal Mail to ensure that we receive it.)

By Email: Feedintariffs@first-utility.com

For Office Use Only

Generator Name: _____

Generation Read: _____

Read Date _____

Stamp Here:

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Generator details

The Generator is the person who owns the technology i.e. the solar panels. Please ensure that the Generator is in the same name as our energy account.

Please complete the following information including your email address, as we will use this address to correspond with you:

Title: Mr Mrs Miss Ms Dr

First Name: _____

Last Name: _____

Daytime Telephone Number: _____

Email Address: _____

Address: _____

Town: _____

County: _____

Postcode: _____

(Please ensure your address has been registered with Royal Mail)

If the Generator is 'non domestic' please state:-

Company name: _____

VAT Registration Number: _____ **Company Number:** _____

Your First Utility Energy Account Number: _____

Not with First Utility? Then who is your current supplier? _____

If not with First Utility, what is your make and model of your electricity meter?

Make: _____ **Model:** _____

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Site address details

If this address is different to the Generator address, please fill out the site address of where the technology has been installed.

Address: _____

Town: _____

County: _____

Postcode: _____

If the site address does not have a Royal Mail address please add the Ordnance Survey ref: _____

Do you own the property where the technology is being installed? YES NO

Information about your installation

What type of technology has been installed? Please tick one of the following:

Anaerobic Digestion Hydro Micro-CHP (below 2kW) Solar Photovoltaic (PV) Wind

Solar Photovoltaic have they been installed as part of:-

New building?

Retrofit? (on an existing property)

Stand alone? (not attached to a building i.e. located in a field)

Please tick one of the following, the **installation** type is:

Commercial Domestic Industrial Community

Is the installation '**Off Grid**', this where it does not receive an electricity supply from the National Grid and is not able to export back to the grid? Yes No

Grants: please tick one of the following:

I have **not** received a grant towards this FIT installation.

I have received a grant towards this FIT installation.

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Text

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Solar panels (PV) installed?

What is your Energy Performance Certificate number (EPC):- _____
(Please include the latest copy of your EPC with this application)

Number of PV panels: _____ Individual panel wattage: _____ Total installed capacity (kW): _____
(For example 10 panels at 200 watts would give a total of 2.00 kW)

MCS Installer Certificate number: _____
(Please include this certificate with this application)

Commissioning date on MCS Certificate: _____

Declared Net Capacity on MCS Certificate (kW): _____

Estimated Annual Generation on MCS Certificate (kWh): _____

Supply Mpan on MCS Certificate: _____

Generation meter

The Generation meter is the meter that records all electricity that your system is generating. The Generation meter will have been installed by the company who installed your technology.

Generation meter manufacturer and model: _____

Generation meter serial number: _____
(This can be found on your MCS certificate.)

Generation meter location (for example in hallway): _____

Please provide a photo of your generation meter as this helps to ensure that there are no issues relating to how many digits we are expecting on the reads.

GENERATION METER READ

ONCE WE HAVE RECEIVED YOUR COMPLETED APPLICATION WE WILL PHONE YOU FOR A CURRENT GENERATION READ. THIS READ WILL BE YOUR START READ FOR THE FEED IN TARIFF

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Export:

If you do not have an export meter we will estimate that 50% (75% for hydro systems) of the electricity you generate will be exported.

Export Meter (this is the meter that measures how much electricity you are supplying back to the Grid)>

Do you have an export meter? Yes No

If yes, export meter MPAN:- _____

If you 'opt in' to the guaranteed export price, this is the price will be guaranteed for the duration of your eligibility to partake in the Feed in Tariff, subject to RRI.

If your generation station is over 50kW (and all anaerobic digestion plants) must be ROO-FIT accredited by Ofgem.

ROO-FIT number: _____ Date of ROO-FIT Accreditation: _____

Payments

On a quarterly basis you will receive a payment based on the valid generation read that you provide. The payment will be sent by BACS to the account that you give below.

Name of account holder: _____

Bank/Building Society Name: _____

Sort Code: _____

Account number: _____

Building Society Roll Number: _____

(If your money is being paid into a Building Society the Roll Number must be supplied)

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Nominated Recipient

If you would like a third party to receive the FIT payment you can nominate someone else:

Name of Nominated Recipient: _____

Address of Nominated Recipient: _____

Name of account holder: _____

Bank/Building Society Name: _____

Sort Code: _____

Account number: _____

Building Society Roll Number: _____

(If your money is being paid into a Building Society the Roll Number must be supplied)

Signing Generator Application

I/We have read and understand the FIT Statement of Terms and confirm my/our agreement.

I/We confirm that the Declared Net Capacity and Total Installed Capacity values declared are the total for this technology installed on this site.

I/We confirm that I/We have not received any grant or grants that do not fall within the definition of a Permitted Grant, as defined under article 8(5) of the Feed-In Tariffs (Specified Maximum Capacity and Functions) Order 2010 ("the Order").

I/We confirm that all the information contained in this schedule is correct.

By signing 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.

Signature: _____

Printed Name: _____

Date: _____

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Declarations

If your technology is solar photovoltaic please ensure that you have completed the relevant declarations below.

Feed-in Tariff (FIT) solar PV declarations (new installations and extensions)

All applications for accreditation of new solar PV installations (including extensions to existing installations), with an eligibility date on or after 1 April 2012, need to be accompanied by a copy of this document with the relevant section signed and dated. This will then be used by FITs licensees/Ofgem as appropriate to determine whether or not (i) the energy efficiency requirement applies and, if so, has been met; and (ii) the multi-installation tariff rates should apply.

If your application is for a new PV installation with an eligibility date on or after 1 April 2012, you must sign two of the enclosed declarations; one declaration from the energy efficiency section and one declaration from the multi-installation section. Tick one of the boxes in relation to the energy efficiency declarations and one of the boxes in relation to the multi installation declarations. Then go on to sign the two relevant declarations.

However, if your application is for an extension to an existing PV installation, you must sign one declaration from the energy efficiency section only. Tick one of the boxes in relation to the energy efficiency declarations then go on to sign the relevant declaration.

Please read the following information to understand which of the declarations are relevant to you.

Energy Efficiency declaration

Tick one of the following boxes in relation to the energy efficiency requirement and sign the relevant declaration overleaf:

The energy efficiency requirement does apply and an Energy Performance Certificate (EPC) rating of level D or above *has* been achieved (complete declaration "1")

The energy efficiency requirement does not apply because my installation is not attached or wired to provide electricity to a "relevant building" (complete declaration "2")

The energy efficiency requirement does apply and an EPC rating of level D or above *has not* been achieved (complete declaration "3")

The energy efficiency requirement does apply and an Energy Performance Certificate (EPC) rating of level G or above *has* been achieved (complete declaration 4) **Community energy and school installations ONLY**

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Multi-installation declaration

Tick **one** of the following boxes in relation to the multi-installation requirement and sign the relevant declaration overleaf:

The FIT generator or nominated recipient owns or will receive FIT payments from 25 or more other eligible solar PV installations (complete declaration 5)

Neither the FIT generator or nominated recipient owns or will receive FIT payments from 25 or more other eligible solar PV installations (complete declaration 6)

Energy Efficiency declarations (on grid site with EPC level "D" or above)

(sign one declaration only from declarations 1-4)

Declaration 1

I _____ certify in respect of this application for accreditation that all of the following are applicable:

a. the eligible PV installation is attached to or wired to provide electricity to one or more relevant buildings;

b. a valid energy performance certificate is enclosed in respect of the building (or one of the buildings) to which the PV installation is attached or wired to provide electricity;

c. the enclosed energy performance certificate is the most recently issued energy performance certificate in respect of that building;

d. the enclosed energy performance certificate certifies that the relevant building to which it relates has been assessed as being within bands A-D;

Signed _____

Dated _____

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Declaration 2

I _____ certify in respect of this application for accreditation that the eligible PV installation is not attached or wired to provide electricity to any “relevant building”.

I have enclosed evidence supporting this declaration that the eligible PV installation is not attached or wired to provide electricity to any “relevant building”.

Signed _____

Dated _____

Declaration 3 (EPC level “D” has not been achieved)

I _____ certify that declarations 1 and 2 above do not relate to my eligible solar PV installation. An EPC level D or above *is required AND has not* been achieved.

I understand that this means I will receive the lower FIT generation tariff.

Signed _____

Dated _____

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Declaration 4

I _____ certify in respect of this application for accreditation of a community energy/school installation⁶¹ on behalf of (name of community organisation or education provider) _____ that all of the following are applicable:

a. the eligible PV community energy/school installation is wired to provide electricity to one or more relevant buildings¹ at the address below;

Address of the building to which the installation is wired:

b. a valid energy performance certificate is enclosed in respect of the building (or one of the buildings, which is not a dwelling) to which the PV installation is wired to provide electricity;

c. the enclosed energy performance certificate is the most recently issued energy performance certificate in respect of that building;

d. the enclosed energy performance certificate certifies that the relevant building to which it relates has been assessed as being level G or above;

Signed _____

Dated _____

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Multi-installation declarations

(sign one declaration only from declarations 5-6, unless your application is for the accreditation of an extension to an existing PV installation in which case you do not need to sign either of these declarations)

Declaration 5

I _____ (“the FIT Generator”) (and I _____ (“the Nominated Recipient”*)) certify in respect of this application for accreditation that either the FIT Generator or the Nominated Recipient (if there is one) are, or have applied to be, the FIT Generator or Nominated Recipient for 25 or more other eligible PV installations located on different Sites.

In this certification, references to the “FIT Generator” and “Nominated Recipient” include all persons who are “connected persons” in relation to them.

Signed FIT generator: _____

Signed Nominated recipient*: _____

Dated: _____

Please tick the relevant box or boxes to confirm whether the FIT generator and/or the nominated recipient owns or will receive FIT payments from 25 or more other eligible solar PV installations:

FIT generator

Nominated recipient*

*where applicable

Declaration 6

I _____ (“the FIT Generator”) (and I _____ (“the Nominated Recipient”*)) certify in respect of this application for accreditation that neither the FIT Generator nor the Nominated Recipient (if there is one) are, or have applied to be, the FIT Generator or Nominated Recipient for 25 or more other eligible PV installations located on different Sites.

In this certification, references to the “FIT Generator” and “Nominated Recipient” include all persons who are “connected persons” in relation to them.

Signed FIT generator: _____

Signed Nominated recipient*: _____

*where applicable

Dated: _____