

Feed in Tariff Application Form



How to complete this form:

Before completing this form, please check your eligibility to join the Feed in Tariff (FiT) by reading our FAQ's or visiting our website npower.com

Please complete this form in bold capital letters and return via email to microgeneration@npower.com

Unless otherwise stated, you must complete each section. A valid meter reading is explained in section 6 of our application form.

Please note: The date that you become eligible to receive payments under FiT is the day we receive your fully completed and valid application form. For your FiT application to be valid, you must include all supporting documentation and a valid meter reading. A valid meter read is a generation meter reading from the day the application form is received by us, we will contact you for this on the day we receive your application form.

If you need any help or advice, please call us on 0800 048 0520 or 0330 100 7567 from a mobile, 8am to 6pm Monday to Friday.

Send your completed application form and supporting documentation via email to the below address:

microgeneration@npower.com

Alternatively please send via post to the below address:

FiT Admin Team
npower, Acorn House, Bridgwater Road
Worcester, WR4 9FP

Tel: 0800 048 0520

or from a mobile:

0330 100 7567

(Opening hours are 8am – 6pm Monday to Friday)

Calls may be recorded for training purposes

Section 1 - Owner Contact Details

This is the person who legally owns the generating system and will be classed as the generator of the system unless stated otherwise.

Title Mr Mrs Ms Miss Other (please state)

Full name(s) / Company name Telephone (day)

Address Email

Address

Address

Address

Postcode

If you would prefer for us to contact you by email, please tick this box

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.

If the owner is "Non Domestic" Please state

Company Name

VAT Registration Number

Company Number

Contact details of person in company who would deal with all future correspondence (can be multiple people).

Are you an npower electricity customer?

Yes No

If yes, please state your account number:

If no, name of Supplier

Please provide proof of identity via a copy of your passport or drivers license and a copy of a utility bill

Will the owner of the generating system be claiming payments under FiT

Yes No

If no, If no, who will be corresponding for FiT administration purposes?

Please note: If the owner of the generating station is different to the generator making this application, we require evidence of the contractual relationship between the generator and the owner of the installation.

Title Mr Mrs Ms Miss Other

First Name

Surname Telephone (day)

Address Email

Address

Address

Postcode

*By providing this information, you confirm that you have their consent to do so

Section 2 - Site information

This section is about where the generation system is situated. This may be different to details given in the Generator Contact Details Section.

Is the generation system sited at the address of the owner Yes No

If no, please provide the address as either a postal address or as OS Grid Reference:

Address

Ordnance Survey Grid reference (can be obtained from www.ordnancesurvey.co.uk)

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Section 3 - Accreditation Details

In order to join the FiT scheme, you must comply with the following:

- If your generating system is 50kW or less, you must have had it installed by an MCS (Microgeneration Certification Scheme) accredited installer, using MCS accredited products
- If your generating station is over 50kW (and all anaerobic digestion plants) it must be ROO-FiT accredited by Ofgem

MCS Certificate number - Or ROO-FiT number:

Please provide us with a copy of your accreditation certificate as part of the supporting documentation.

Date of ROO-FiT Accreditation / /

PV installations only

EPC Certificate Number

EPC Certificate date / / for PV installations

Any PV installations with an eligibility date on or after 1st April 2012 will only be eligible for the higher FiT tariff if you can provide a valid Energy Performance Certificate (EPC) showing a rating of level D or above for the property the panels are attached to. A full EPC must have been produced and submitted before the eligibility date of a FiT application.

In the circumstance where your PV installation is exempt from EPC legislation, we require an exemption letter from the Energy Assessor stating the reasons of exemption.

Section 4 - Generator Information

This section is about the generating system. Please answer each question and contact your installer if you do not have any of this information to hand.

If you have multiple installations, please enclose the information with this application.

Type of technology

PV Wind Hydro Anaerobic Digestion Micro CHP

What type of building is the generating system attached to?

Domestic Commercial Community

Installation date / /

Commissioning date / /

Total Installed Capacity (kW)

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.

Total Number of Panels and Individual Wattage

Declared Net Capacity (kW)

Is the generating system fitted to:

Existing building New building

Is the generating system:

Grid Connected (e.g capable to export on to Grid)

Stand alone

Section 5 - Installer information

This section is about who installed your generating system.

Name of Installer

Telephone Number

Installer email

Section 6 - Meter Information

This section is about the meters you have installed with your generating system.

Please note: New Ofgem guidance effective from July 1st 2013 states a valid read is one taken on the day a FiT licensee receives the forms.

If you are returning the forms via **post** please keep a daily record of your generation meter readings after sending your documentation. We will contact you when we are in receipt of your application to obtain your valid start generation meter reading.

Fully completed and valid applications made via **email** will be accepted the day they are received in our inbox. A reading provided with the application form taken on the date of submission will therefore be sufficient.

PV installations only

Meter Make:

Meter Model:

Meter Serial Number:

Location of Generation Meter:

Generation Meter Reading:

Date of Meter Reading:

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 you do not have an export meter, we will estimate that 50% (75% for hydro systems) of the electricity you generate will be exported. **Please note, if the generating system is over 30kW in size an export meter is required to claim for export payments. Please see the question to the right.**

If yes, Export meter MPAN:

If you do not have the export MPAN to hand, please contact the company who installed the export meter

Export Meter Reading (if applicable)

Export meter serial number

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Please tick the relevant box to show which FiTs payments you would like to receive from npower:

Generation and fixed export payments

Generation payments only (I will claim export payments from a different energy supplier)

Please note: If you "opt in" to the guaranteed export price, this price will be guaranteed for the duration of your eligibility to partake in the Feed in Tariff, subject to RPI. You will have the choice to opt out once a year. npower will publish their domestic market price for export each year on www.npower.com

Section 7 - Supply Information

In order to apply for the Feed in Tariff with npower, the building connected to the generating system must be supplied by Npower or a supplier who does not offer Feed in Tariffs. To find out if your supplier offers Feed in Tariffs please refer to the FiT section at www.ofgem.gov.uk

Is the building your generating system is connected to:

Grid Connected Off grid

Supply MPAN

(this is the normal supply Meter linked to the generating system)

Supply Meter Manufacturer:

Supply Meter Type:

Is the supply

Economy 7 Standard Commercial Tariff

Supply Meter Serial Number:

Since your installation, does the supply meter turn backwards?

Yes No

If, after completing this application, you notice the supply meter running backwards at any time please call us on 0845 078 2977 and we will arrange for a meter exchange.

Section 8 - Payment Information

This section is about who the FiT payments should be made to and where they should be made. If you enter another nominated recipient, all payments will be made to them until you provide us with written authorisation to change to another party.

Please note: Payments will only be made on receipt of meter reads within prescribed timescales. We will contact you to remind you when to send us the readings

Will payments be made to the owner named in Section 1? Yes No

If no, who is the nominated recipient?*

First Name

Surname

Postcode

Relationship to owner

Telephone (day)

Email

*By providing this information, you confirm that you have their consent to do so

Is the nominated recipient VAT registered? Yes No

If yes, please state:*

Company Name

VAT Registration Number

Company Number

Please provide the bank details of where you would like to receive your FiT Payments

Bank Name

Bank Address

Account Holders Name

Sort Code -

Account number

Section 9 - Grant information

Eligibility to join the FiT scheme may depend upon what grants you have received.

Have you received a grant for your installation

Yes No

If yes, date grant received:

/ /

Grant Reference Number:

Value of Grant (£):

Section 10 - Switching from another supplier

This section applies if you have already applied for the FiT scheme with another supplier. If you have already registered with another supplier for your FiT scheme and wish to transfer over to us, please complete the section below:

Name of Previous Supplier

Date Supply started from npower

/ /

Generation Meter read from this date

Export Meter read from this date (if applicable)

Section 11 - Declaration

By signing this form I declare that:

1. I have the authority to do so and that all information provided on this form is complete and accurate.
2. the nominated recipient for the FiT payments set out on this form has the authority to receive such payments.
3. I have installed a FiT 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. If I have stated that my generating system is a 'stand alone' system i.e off grid it is my intention to use any and all electricity generated by my system and that I fully understand that any electricity generated but not used will not be eligible for any FiT payment.
5. I understand that my details will be used for the purposes set out in the npower FiT Scheme terms and conditions and confirm that I have read these terms and conditions. I agree that where I have provided personal details about a third party, I have their authority to do so. I am happy for you to keep me informed (by mail, telephone or email) about products, services, special offers and promotions of Npower Limited, its associated companies and carefully selected third parties and for my details to be passed to them for these purposes unless I tick this box

Signature

Date: / /

Name:

Feed-in Tariff (FIT) solar PV declarations (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 FIT Licensee/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 solar 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.

You must complete 1 declaration from 1 to 4 and also 1 declaration from 5 to 6

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 level of D or above has been achieved (complete declaration 1)
- The energy efficiency requirement does not apply because my installation is not wired to provide electricity to a "relevant building" (complete declaration 2)
- The energy efficiency requirement does apply and an EPC rating level of 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**

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 installation (complete declaration 6)

Energy Efficiency declarations

(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 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 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 certified that the relevant building to which it relates has been assessed as being level D or above;

Signed _____

Dated _____

Declaration 2

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

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

Signed _____

Dated _____

Declaration 3

I _____ certify that declarations 1 and 2 above do not relate to my eligible 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 _____

Declaration 4

I _____ certify in respect of this application for accreditation of a community energy/school installation 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 buildings 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 _____

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 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*: _____

Dated: _____

*where applicable

¹ 'relevant building' means a roofed construction having walls, for which energy is used to condition the indoor climate, other than such a building for which an energy performance certificate cannot be issued; and a reference to a relevant building includes a reference to part of such a building which has been designed or altered to be used separately

² 'FIT generator' means the Owner, identified as such in the CFR, of an Eligible Installation used or intended to be used for Small-scale Low-carbon Generation, whether or not that person is also operating or intending to operate the Eligible Installation

³ 'nominated recipient' means a person appointed by a FIT Generator to receive FIT Payments in respect of an accredited FIT Installation owned by that FIT Generator

⁴ Only to be completed where there is a nominated recipient

⁵ A "connected person" in relation to a FIT generator or a nominated recipient, means any person connected to that person within the meaning of section 1122 of the Corporation Tax Act 2010.

⁶ Only to be completed where there is a nominated recipient