



	Semi Detached / Terraced	Flat / Maisonette	Detached	Extension	Conservatory	Room in Roof	Cylinder	Open Fire
Pre 1929	41 MANOR DRIVE HA1 8 2B	130 EMPIRE COTTAGE	10 WOOD BOULEVARD. HA1 3 3N					
1930 - 1965								
1966 - 1982	76 TAN HOUSE FARM ROAD				✓	✓		✓
Post 1982	9 SNOWDON DR NW 9 7EF							

Address: 2nd Floor 31-33, College Road, Harrow, HA1 1EJ.

Tel: 0208 908 5141

E-Mail: [portfolio@quodox-training.co.uk](mailto:portfolio@quodox-training.co.uk)

Energy Saviour Ltd. Unit 30 The Business Village  
Wexham Road Slough SL2 5HF

Dear: ASIF JAVAID

Date: 11/07/21

EPC Certificate of Your Property

I have pleasure in enclosing the Energy Performance Certificate for 76  
Tanhouse Farm Road, B92 9EX.

The EPC shows information relevant to the individual property in the form of tables and a graph similar to that seen on domestic appliances. The EPC is split into the following sections:

First section of EPC displays the Energy Efficiency Rating of property. As per EPC report your house is D rated on Energy Efficiency Rating & Potential is B.

Next Section describes Recommendations / Improvements which you can consider in order to improve energy rating of your property.

On Energy Performance Certificate, Measures marked with green ticks are most likely to be fully financed by the Green Deal. However cost of measures should be covered by the energy

Thy save. Measures marked with orange tick, you may need to contribute some payment up-front.

On the basis of RdSAP Report, following recommendations are available;

1- Solid Wall Insulation	✓
2- Increase Loft Insulation	✓
3- Change boiler with same fuel	
4- Install Heating Controls	
5- Photovoltaic Panel on the roof	✓
6- Low energy Lights	
7- Underfloor Insulation	

As a being a DEA, I constantly strive to improve the service provided to my clients. I would be grateful if you could complete and return the enclosed Customer Care Survey in the pre-paid envelope.

Lastly some more information about EPC:

- 1- It's valid for 10 years unless a new EPC is produced.
- 2- Data for EPC to be kept on file for 15 years.
- 3- Personal data to be used according to data protection act 1998.

Your Sincerely,

Name: AWAIS HUSAIN.

Mob: 07832 919 160

Equipment Check list					
Date: <u>11/07/21</u>			Signed: <u>[Signature]</u>		
Property: <u>76 Tanhouse Farm Road, B92 9EX</u>					
Inspection Start Time: <u>11.00 am</u>			Inspection Finish Time: <u>12.45pm</u>		
Item	Description	Tick box	Item	Description	Tick box
1	Safety Goggles	✓	1	Safety Goggles	✓
2	Wellington Boots	✓	2	Wellington Boots	✓
3	Gloves (Latex)	✓	3	Gloves (Latex)	✓
4	Overall	✓	4	Overall	✓
5	Hearing Protection		5	Hearing Protection	
6	First Aid Kit	✓	6	First Aid Kit	✓
7	Eyewash		7	Eyewash	
8	Personal Attack spray		8	Personal Attack spray	
9	Safety Boots	✓	9	Safety Boots	✓
10	Disinfectant hand wipes		10	Disinfectant hand wipes	
11	Flea Spray		11	Flea Spray	
12	Mobile Telephone	✓	12	Mobile Telephone	✓
13	Meter box key		13	Meter box key	
14	Navigation System (GPS)	✓	14	Navigation System (GPS)	✓
15	Road Map(s)	✓	15	Road Map(s)	✓
16	Measuring Device - Laser	✓	16	Measuring Device - Laser	✓
17	Measuring Device - Tape (30)	✓	17	Measuring Device - Tape (30)	✓
18	Measuring Device - Metal tape		18	Measuring Device - Metal tape	
19	Measuring Device - Yardstick		19	Measuring Device - Yardstick	
20	Ruler	✓	20	Ruler	✓
21	Binoculars	✓	21	Binoculars	✓
22	Clipboard folder	✓	22	Clipboard folder	✓
23	Note Pad/Graph paper	✓	23	Note Pad/Graph paper	✓
24	Pen & Pencils	✓	24	Pen & Pencils	✓
25	Dictaphones & Spare batteries		25	Dictaphones & Spare batteries	
26	Pen Touch & Spare batteries		26	Pen Touch & Spare batteries	
27	Large Touch & Spare batteries		27	Large Touch & Spare batteries	
28	Camera	✓	28	Camera	✓
29	Ladder	✓	29	Ladder	✓
30	Tool belt	✓	30	Tool belt	✓
31	Helmet	✓	31	Helmet	✓
32	Comments		32	Comments	
33	Any other job specific item		33	Any other job specific item	

## COMPLAINT HANDLING PROCEDURE for Energy Saviour Ltd

The **Energy Saviour Ltd** requires all members of staff and contractors, who are sole principals, partners or directors of firms that offer energy performance inspection services to the public, to have in place a complaints handling procedure meeting an agreed minimum standard.

In the unlikely event that you are dissatisfied with the service you have received from an individual member of the **Energy Saviour Ltd** or a surveying firm where at least one partner or director is a member of the **Energy Saviour Ltd**, you should ask for details of their complaints handling procedure and the individual appointed to manage complaints.

**We set out below the procedure that Energy Saviour Ltd will follow in dealing with any complaint:**

1. **Energy Saviour Ltd** will deal with any complaints you may have. If you have a question or if you would like to make a complaint, please don't hesitate to contact him via the following contact points:-

- o Telephone: 01753 521 755.
- o Email: info@energysaviourltd.co.uk
- o Address: Unit 30, the business village, Wexham Road, Slough, SL2 5HF.

2. If you have initially made your complaint verbally – whether face-to-face or on the phone – please also make it in writing, addressed to Energy Saviour Ltd at the address provided above.

3. Once we have received your written complaint, **Energy Saviour Ltd** will contact you in writing within seven\* days. At this stage he will give you his understanding of your case. He will also invite you to make any further comments that you may have in relation to this.

4. Within twenty-one\* days of receipt of your written summary, **Energy Saviour Ltd.** will write to you, to inform you of the outcome of his investigation into your complaint and to let you know what actions will be taken.

6. If you remain dissatisfied with any aspect of the internal handling of your complaint, then we can discuss whether we can agreed to go to mediation according to either the accreditation scheme of the energy assessor or an arbitration service.

7. If you are still unhappy with the result of any of the above, you can refer your complaint to the Arbitration Scheme if it falls within the scope of the Scheme. This Scheme is operated by the Chartered Institute of Arbitrators, Dispute Resolution Services from whom you can obtain details.

*\* The time limits are recommendations, to ensure that complaints are dealt with promptly.*

If you remain unhappy about the way in which your complaint is being handled you should contact the (Your Name / Company Details to personalise) Professional Conduct team who will ensure your complaint is dealt with correctly.

**Energy Saviour Ltd Professional Conduct**  
Unit 30 Buinses Village Wexham road Slough SL2 5HF

Tel: 01753 521 755  
Email: info@energysaviourltd.co.uk

## PRE-INSPECTION CHECKS

Property Address 76 Tanhouse Farm Road,  
B92 9EY. Date: 11/07/21

1. You need to show that you have visited the local authority website for Planning applications and Building Control to check for extensions and their age, cavity wall insulation and room in the roof applications.
2. 'www.planningportal.gov.uk
3. Google for map and location of property and also may be useful to find out the orientation of the property i.e. which way are the wall facing – south, north etc
4. Check any parking issues/ restrictions via Google maps

### Building Control

Http:// find energy - certificate - digital . communities .  
gov . uk .

### Local Authority Planning Department

### Land Registry

### Other Web Based Resources

http://www.zoopla.co.uk/house-prices/london/rainham-close-  
sw11/sw11-6ss/

Task 6- Visit Confirmation Letter

Energy assessors company name and address  
Energy Saviour Ltd, (CRN 08240217)  
Unit30 Business Village, Wexham Road, Slough, SL2 5HF

File Ref: 76 Tan house Farm Road,

Address: 76 Tanhouse Farm Road, B92 9EX.

Date 11/07/21

Dear ASIF JAVAID.

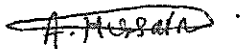
REF: 76 Tanhouse Farm Road, B92 9EX.

I have been instructed by you to carry out an inspection of address 76 Tanhouse Farm Road, B92 9EX.

I confirm that the following arrangements have been made on

date 11/07/21 at time 11:00am.

Yours Sincerely



Energy Saviour Ltd, (CRN 08240217)  
Unit30 Business Village, Wexham Road, Slough, SL2 5HF  
Vat No: 1431221164

Company name and address

Energy Saviour Ltd, (CRN 08240217)  
Unit30 Business Village, Wexham Road, Slough, SL2 5HF

File Ref: 76 Tanhouse Farm Road Date 11/07/21  
B92 9EX.

Dear ASIF JAVAID.

REF: 76 Tanhouse Farm Road, B92 9EX.

Further to our email instructions on the above date, I am pleased to offer to undertake a Domestic Energy Assessment of the above property. This assessment, which lasts for approximately one hour, looks only at energy efficiency and will require full access to your property – internally and externally, including the loft space, extensions and your central heating system. The cost of this service, based on the details you provided, is £ 80.00 inc. vat). A copy of the regulatory terms and conditions is enclosed.

The assessment to be carried out by ANWIS AUSSAM, has been provisionally booked for the date 11/07 at time 11.00am. I have noted that access (access details/keys) to the property can only be achieved through ...Energy Saviour Ltd.

In order to process your request as quickly as possible, I would ask that you sign the enclosed letter that confirms the details and signifies your acceptance of the Terms and Conditions.

A. Hussain

Yours Sincerely,

Enc: Standard Terms and Conditions  
Your T&C

Energy Saviour Ltd, (CRN 08240217)  
Unit30 Business Village, Wexham Road, Slough, SL2 5HF  
Vat No: 143122164

### **Age of building**

- Determination age of building using photos of front of the house. Property located in cul de Sac & in high dense area. Plain design
- Search information on Old Maps, comparing maps 1976/1977 & maps 1988/1992
- Search information on Land Registry Office - <https://eservices.landregistry.gov.uk>

### **Searches about the property**

- For planning applications using the website of <https://www.planningportal.co.uk/> ✓
- For building regulations applications use the local authority website
- If the property is located in conservation area using the website of local authority ✓
- If the property is a listed building – using website [www.historicengland.org.uk](http://www.historicengland.org.uk)

### **Roof Insulation & Wall Construction**

Photographic evidence for access to the roof helped identify the construction of the walls as Timber Frame, as well as observing the roof insulation between joist was present.

### **Wall thickness**

This was demonstrated with photographic evidence by measuring the wall

### **Windows**

Further search for information about double glazing present at the property, to complete photographic evidence as follows:

- [www.certass.co.uk](http://www.certass.co.uk) ✓
- [www.Fensa.co.uk](http://www.Fensa.co.uk)

The age of installation for the double glazing could not be determined.

### **Storage Heaters**

To complete information during inspection & photographic evidence

### **Water Heating System**

Example:

To complete information collected during the inspection & photographic evidence attached, I have searched for specification for the brand of Dual Immersion System present at the property.



Energy assessors company name and address  
Energy Saviour Ltd. (CRN 08240217)  
Unit30 Business Village, Wexham Road, Slough, SL2 5HF

File Ref: 76 Tanhouse Farm Road, B92 9EY.

Address: 76 Tanhouse Farm Road, B92 9EY.

Date 11/07/21

Dear ASIF JAVAID.

REF: 76 Tanhouse Farm Road.

I have been instructed by you to carry out an inspection of address 76 Tanhouse Farm Road.  
I confirm that the following arrangements have been made on date 11/07 at time B92 9EY.  
11:00.

Please add information such as alarm, fire, security, pets, children, health and safety, terms and conditions and complaints.

Explain the process of the survey and how long it will take

A-Hussein

Yours Sincerely

Energy Saviour Ltd.

Energy Saviour Ltd. (CRN 08240217)  
Unit30 Business Village, Wexham Road, Slough, SL2 5HF  
Vat No: 1431221164

Assessor Name: AWAIS HUSSAIN.Address: 76 Tanhouse Farm Road, B92 9EY.Date: 10/07/21Dear Mr/Mrs ASIF JAVAID.**CLIENT CARE SURVEY**

Thank you for instructing *name of company* Energy Saviour Ltd to carry out the Energy Assessment at address 76 Tanhouse Farm Road, B92 9EY. on date 11/07/21. which was placed in EPC Register Reference Number RRN 0000 (<https://find-energy-certificate.digital.communities.gov.uk/find-a-certificate/search-by-postcode>)

We are always trying to improve the service which we provide to our clients. It would help us enormously if you could take time to complete this short questionnaire. Please use the guide below and feel free to add any comments you wish. A stamped addressed envelope is provided or you may prefer to e-mail us.

1. How did you hear about us?

	Personal recommend- ation	Yellow pages (✓)	Internet (which site)	Local press	Other (please explain)
Please name source eg solicitor's name					ESL

Please circle the number below which most closely fits your opinion of our service, using the following guide:

① - Very good, 2 - Good, 3 - Satisfactory, 4 - Unsatisfactory, 5 - Very unsatisfactory

2. How satisfied were you with the turn-around time for the work we performed for you?

①                      2                      3                      4                      5

Comments: BRILLIANT.

2. How satisfied were you with our timeliness in responding to your telephone calls/letters/e-mails?

①                      2                      3                      4                      5

Comments: .....OUTSTANDING BRILLIANT.....

3. Has satisfied where you with your Energy Performance Certificate - was it clear and concise?

①

2

3

4

5

Comments: .....YES it was very clear to me.....

4. How satisfied were you with the amount of information provided for the fee charged?

①

2

3

4

5

Comments: .....I understood everything and I was happy with the fee charged.....

5. If applicable, during the time of the energy survey, how well did our energy assessor answer your questions?

①

2

3

4

5

Comments: .....They gave my questions answer in very well and explained everything in details.....

6. Would you use us again and recommend us to a friend? (Yes/no\*)?

Comments: .....I would definitely recommend to my friends ~~and~~ and else where as well.....

7. How could we improve our service?

Comments: .....The service we had it was brilliant. A.....

8. Your name and address if different from above: .....N/A:.....

Thank you.

Assessor name AWAIS HOSSAIN

**TERMS & CONDITIONS**  
**STANDARD TERMS FOR DOMESTIC ENERGY ASSESSOR**

You may use this template but you will need to customise it to your company and terms and conditions to suit your business.

The following terms and conditions shall apply to all work undertaken by the Domestic Energy Assessor employed by [Company Name] and shall supersede and override all other warranties, representations and terms and conditions whether express or implied, oral or written, including the Client's standard terms.

**1. Definitions**

"Domestic Energy Assessor" or the "Company" is the Domestic Energy Assessor trading under these conditions that are set out by the Company, London [Company Name].

"Client" is the party at whose request or on whose behalf the Domestic Energy Assessor undertakes surveying services.

"Report" means any report, advice or statement supplied by the Domestic Energy Assessor in connection with instructions received from the Client.

"Disbursements" means the cost of all reasonable photography, reproduction of drawings, diagrams, sketches and printing, duplicating and, where applicable, electronic transmission fees, and all reasonable and appropriate expenses including travel, refreshments and hotel accommodation where an overnight stay is necessary.

"Fees" means the fees charged by the Domestic Energy Assessor to the Client and including any value added tax where applicable and any Disbursements.

**2. Scope**

The Domestic Energy Assessor shall provide services solely in accordance with these terms and conditions.

Where appropriate, the Client will set out in writing the services which it requires the Domestic Energy Assessor to provide. In the case of services for a subscription insurance market, this will be the requirements of the policy leader and may be as simple as 'Instruct SA'.

When acting for underwriters or other clients, the Domestic Energy Assessor's opinions will be offered strictly without prejudice to liability, unless specifically authorised otherwise by the client.

**3. Fees**

In normal circumstances, the Company will offer to perform the work on an hourly rate, up to a maximum of nine hours per day. The Company reserves the right to increase its hourly or daily rates at least once per annum to reflect increased costs.

**4. Payment Terms**

(a) In the case of a subscription market billing, the Client will be responsible for his designated portion of the Domestic Energy Assessor's invoice and shall pay the Domestic Energy Assessor's fees punctually in accordance with these Conditions and in any event not later than 30 days following the relevant invoice date. Any delay in payment shall entitle the Domestic Energy Assessor to interest on a daily basis at 4% above the Base Lending Rate of HSBC Bank Plc prevailing at the time of default. Further delays in payment may require legal action for debt recovery.

- (b) The same terms and conditions as (a) above shall apply to single party billing.

**5. Disputed invoices**

If any part of an invoice is genuinely in dispute, the Client shall pay the undisputed part thereof. The Parties shall endeavour to resolve the disputed portion, without delay.

**6. Obligations and Responsibilities**

**(a) Domestic Energy Assessor**

The Domestic Energy Assessor shall use reasonable care and skill in the performance of the services in accordance with good surveying practice.

**(b) Reporting**

The Domestic Energy Assessor shall submit interim advices, site situation reports and a final report to the Client during and following completion of the agreed services describing the Domestic Energy Assessor's findings, assessments and inspection purporting to the purpose of the Client's instruction, unless otherwise expressly instructed by the Client not to do so.

**(c) Confidentiality**

The Domestic Energy Assessor undertakes not to disclose any information provided in confidence by the Client to any third party and will not permit access to such information by any third party unless the Client expressly grants permission save where required to do so by an order of a competent court of law.

**(d) Intellectual Property**

The right of ownership in respect to any intellectual property resulting from the performance of the work created by the Domestic Energy Assessor remains the property of the Domestic Energy Assessor. The Client shall be entitled to disclose the report or document to a third party for whose benefit the instruction/contract was specifically commissioned.

The Domestic Energy Assessor shall promptly notify the client of any matter, including conflict of interest, or lack of suitable qualifications and experience, which would render it undesirable for the Domestic Energy Assessor to continue its involvement with the appointment. The Client shall be responsible for payment of the Domestic Energy Assessor's fees up the date of notification.

**(e) Client**

The client shall promptly settle the Domestic Energy Assessor's invoice in accordance with Payment Terms above.

**7. Liability**

(a) The Domestic Energy Assessor shall be under no liability whatsoever to the Client for any loss, damage, delay or expense, whether direct or indirect arising howsoever caused **UNLESS** same is proved to have resulted solely from the gross negligence or wilful default of the Domestic Energy Assessor or any of its employees or agents or sub-contractors resulting in direct damage to tangible property where the company's liability shall be limited in accordance with paragraph (c) below.

(b) The company's total liability for professional negligence shall not exceed the fee paid for the work.

(c) The Company accepts liability for direct damage to tangible property or death or injury to persons to the extent caused by the proven negligent acts or omissions of the Company and its employers and Consultants, provided that the Company's liability for the same shall be limited to the coverage and indemnity limits provided under the Company's insurance policies (which are available for inspection on request), unless otherwise covered by statute.

(d) If the Company or any of its employees, agents and sub-contracts shall act or fail to act in any manner which results in an actionable wrong, the Client shall, subject to Clauses 8b) and 8c) above indemnify the Company against all claims, damages, costs and expenses made or incurred by a third party arising from any such act or lack of act by the Company.

#### **8. Force Majeure**

Neither the Domestic Energy Assessor nor the Client shall, except as otherwise provided in these Conditions, be responsible for any loss, damage, delay or failure in performance hereunder arising or resulting from act of God, act of war or terrorism, seizure under legal process, quarantine restrictions, strikes, boycotts, lockouts, riots, civil commotions and arrest or restraint of princes, rulers or people.

#### **9. Insurance**

The Domestic Energy Assessor shall effect and maintain, at no cost to the Client, Professional Liability Insurance for such loss and damage for which the Domestic Energy Assessor may be held liable to the Client under these terms and conditions.

#### **10. Domestic Energy Assessor Right to sub-contract**

The Domestic Energy Assessor shall have the right to sub-contract any of the services provided under the conditions, subject to the Client's right to discuss such an appointment and object on reasonable grounds if necessary. In the event of such a sub-contract, the Domestic Energy Assessor shall remain fully liable for the due performance of its obligations under these conditions.

#### **11. Time Bar**

Any claims against the Domestic Energy Assessor shall be deemed to be waived and absolutely time barred upon the expiry of one year from the submission date of the report to the Client.

#### **12. Document retention**

The Company shall retain all data, correspondence, documents and records that have a bearing on the services provided to the Client for a period of 7 years after completion of the service. The client will be given the right to have their own disclosed documentation returned by the Company or destroyed upon completion of the service.

#### **13. Governing Law**

This Agreement shall be governed by and construed in accordance with English Law and the Client submits to the exclusive jurisdiction of the English Courts or Arbitration in London, England. Nothing herein shall prevent the Company from enforcing in any country an award made by the above exclusive jurisdiction.

Assessor Name: **AWAIS HUSSAIN**

Signatures:  -

Date: **11/07/21**

Client Name: **ASIF JAVID .**

Signature 

Date **11/07/21**

## Risk Assessment

Address: 76 Tanhouse Farm Road, B92 9EX Date: 11/07/21

Risk Checklist	Identification of significant hazards (following brief walk around the property)	LEVEL OF RISK			Action required / considered and / or taken (including special equipment needs)
		H	M	L	
Weather	Icy			X	Wear High Grip Soles
	Rainy		x		Ensure overshoes for internal work or change
	Windy			x	Ladder to be secured
	Foggy			X	Wear high visibility clothing
	Sunny			X	Use sun glasses. Take care with Binoculars
Working Alone	Known threats locally			X	Decline instruction if necessary
	No phone contact with base (poor signal area)			X	Notify office before start
Parking / Road Safety	Need to park on highway (possible obstruction)		x		Proceed with caution
	Road works		X		Proceed with caution
	Footpath		X		If no footpath, walk facing traffic
Highway	Need to cross highway to view parts of property			x	Proceed with caution
Paths and Paving	Uneven surfaces			X	Proceed with caution
	Decking/ Paving/ Steps-slippery when wet /icy		X		Proceed with caution
	Ponds; wells; swimming pools; hot tubs			x	Assess risk of drowning; only proceed with caution
Gardens	Damaged fencing or walls		X		Avoid hazard; alert others; erect temporary barrier/notice if necessary
	Derelict outbuildings			x	Limit inspection
Animals	Aggressive dogs			X	Ensure tied or restrained
	Insects – bees / wasps / any nests			X	Avoid hazard: alert others: limit or abandon inspection
	Rodents			X	Avoid hazard; wear PPE; alert others; limit or abandon inspection

Building Site	Workmen			x	Notify of arrival & sign in; consider abandoning inspection
	Falling materials			X	Avoid hazard; wear PPE; alert others; limit or abandon inspection
	Untidy areas			X	Limit inspection
	Empty property			X	Notify if lone working
	Construction unsafe – loose unstable masonry			X	Avoid hazard; wear PPE; alert others; limit or abandon inspection
Buildings	External staircase slippery / rotten			X	Proceed with caution or limit inspection
	Vermine poisons or traps			X	Avoid hazard; wear PPE; alert others
Internally	Unsupervised children			X	Abandon Inspection
Occupants	Children			n/a	Ask parent to stay with children during inspection
	Workmen			X	Notify of presence
	Pets			X	Ask for pets to be removed prior to inspection
	Discarded drug needles etc			X	Limit or abandon inspection
	Vagrants			X	Limit or abandon inspection
Personal Safety	Broken glass etc.			X	Avoid hazard; wear PPE; alert others; limit inspection
	Smell of gas in building			X	Abandon inspection; alert occupier/agent; call Transco 0800 111 999
Staircases	Unstable and damaged including balustrades			X	
Loft/ access hatches	Difficult to access with ladder			X	Limit inspection
	Fitted loft ladder not secure and safe to use			n/a	Use own ladder
Roof void	No light			n/a	Use torch; wear PPE; limit inspection
Stairs	Steep / inadequate handrail			N/a	Avoid hazard; alert others; proceed with caution; limit inspection if necessary
Doors/ Windows	Damaged doors / windows			X	Do not open
Electrics	Power off – dark inside			X	Ask occupier to turn on power; limit or abandon inspection
	Turned off			X	<b>Do not turn back on</b>



Energy assessors company name

**SELLER'S PRE-INSPECTION QUESTIONNAIRE**Name: Mr/Ms/Ms ASIF JAVADReferred by: Energy Saviour Ltd.Address of property to be inspected: 76 Tanhouse Farm  
Road, BIRMINGHAM Postcode: B92 9EXCorrespondence address (if different from above) .....  
N/A Postcode: .....Contact telephone number/s: 01753 521 755E-mail address: info @ energy.saviour Ltd .co.ukAccess arrangements: How to collect keys & security codes (please ensure this information is not compromised): .....  
CUSTOMER WILL BE AT THE PROPERTY:Return of keys arrangements (a person must sign for the keys): .....  
CUSTOMER WILL BE there WHEN I FINISH:Will the property be empty during the inspection - yes no\*? If no, who will be at the property - what are their contact details? .....Are there any security or safety issues (pets)? .....  
NOAre there any special access requirements? .....  
NO

Payment method? Credit card/cheque (please allow 5 working days for cheques to clear)/cash\*.

Please answer all of the questions below *as comprehensively as possible* with an explanation where required. If necessary, please continue overleaf placing the question number at the start of your continued answer. This will help speed up the assessment process. If you don't know the answer to any questions, don't worry, just fill in what you can.

Energy assessors company name

### Properties That Do Not Require an Energy Performance Certificate

1. Please check the attached Terms and Conditions very carefully. There are several types of dwelling house that do not require an EPC such as: non-residential premises, premises to be sold with large areas of land, premises with sitting tenants, some seasonal and holiday accommodation, some guesthouses/B&Bs, portfolios of property and structurally unsafe properties. If your property may fall into one of these categories, it is essential that you inform us immediately. Use "don't know" and \* delete as applicable.

### Health & Safety, Defects and Security Issues That Could Affect the Inspection

2. Are there any Health and Safety aspects that could affect the inspection (eg does the property contain asbestos)? .....

3. Are there any defective elements that may cause damage if checked such as taps that cannot be operated? .....

4. Are there any defective elements that may cause a security breach such as doors that once opened cannot be closed? .....

### About the Property.

5. What date was the house built? 1930-1945
6. Have any extensions been built - if so, when? 2021
7. How is the property constructed (stone, solid brick, cavity, timber frame, using non-traditional materials eg concrete or steel framed)\*?
8. If double glazed, when was the double glazing installed? 2021
9. How are the walls insulated (as built or have additional measures being taken?)
10. Have any internal walls been dry lined (polystyrene foam backed plasterboard attached to inside walls). If so, which ones?

### Access for Inspection.

11. Does the property have any concealed access hatches or doorways that can be opened - yes/no\*? No
12. Are there any parts of the property that cannot be inspected because of stored possessions, etc - yes/no\*? No
13. Is there a secure loft ladder in position that can be used - yes/no\*? If yes, please ensure the loft hatch is open with the ladder extended for the inspection.

### Services.

14. What is the main heating type (radiator/storage heaters/room heaters/underfloor/warm air)\*?
15. What type of fuel is used to heat the property (electricity - standard rate or Economy 7), gas, LPG, oil, coal, anthracite, smokeless)\*?
16. What year was the main boiler/source of heating manufactured? 2013-2014.

Energy assessors company name

17. What year were the room heaters manufactured? ...2021.....  
18. Does the property have any open fireplaces, if so how many? ...No...

Solar Water Heating and Photovoltaic Panels.

19. Does the property have any solar water heating or photovoltaic panels?  
Yes ☒ No ☐ NO

Please amend this form to customise to the requirements of the survey

Please ensure that this form is completed & submitted with your portfolio