|  |  |
| --- | --- |
|  | competent authority logo |

«${currentDate?date?string('dd MMMM yyyy'»

«${(account.legalEntityName)!}»

«${(email.toRecipient)!}»

Dear

**THE GREENHOUSE GAS EMISSIONS TRADING SCHEME REGULATIONS 2012 (SI 2012, No 3038), (the Regulations)**

**Permit reference:** «${(permitId)!}»

which relates to the operation of the Installation at

**Installation**: «${(account.siteName)!}»

I refer to , received by the on «${workflow.requestSubmissionDate?date?st». The Regulations require that the should determine this application within two months from the date on which the application was received, or any such longer period as may be agreed between the applicant (yourselves) and the .

I hereby request your agreement to an extension of the determination period to «${workflow.params.extensionDate?date?str».

Please confirm your acceptance of this request by completing the task list item in the ‘Manage your UK ETS reporting’ service by «${workflow.params.deadline?date?string('»

If you do not agree to this extension you may, at the end of the determination period, notify the that you treat the non-determination as a refusal of the application. You can then appeal against the refusal.

If you should require any clarification of the above, please do not hesitate to contact a member of the Emissions Trading Team either directly or by e-mail to .

Yours sincerely

signature

«${signatory.fullName}»