

# Feed in Tariff

Application Form



## How to complete this form:

You need to check you're eligible to join the Feed in Tariff (FIT) first, by visiting our website [npower.com](http://npower.com) and reading our FAQ's  
For further information on the latest tariff rates and changes to the scheme, please visit:  
[www.ofgem.gov.uk/environmental-programmes/feed-tariff-fit-scheme](http://www.ofgem.gov.uk/environmental-programmes/feed-tariff-fit-scheme)

Send your completed application form and supporting documentation via:



email to:  
**microgeneration@npower.com**

If you decide to send your application via email please make sure you receive our auto-reply, this confirms we have got your email



Or send it via post to:  
**FIT Admin Team, npower,  
Oak House, Bridgwater Road  
Worcester, WR4 9FP**



**0800 048 0520**

Opening hours are 8am – 6pm Monday to Friday.  
Calls may be recorded for training purposes

## Please tell us a little more about your application type:

New installation (this is my/our first installation at this property)  Extension to existing system  Change of FIT supplier

Name of previous supplier  Existing FIT

## Section 1 - Owner Contact Details

In this section we ask that you outline your contact details this is the person who'll legally own the generating system.  
We will class that person 'the generator' of the system unless you tell us otherwise:

Title Mr  Mrs  Ms  Miss  Other (please state)

Full name(s)  Telephone (day)

Address

Postcode  Email

Please supply the telephone number you would like us to use to contact you for the purposes of your FIT account.  
If you would like us to contact you by email with any account related information, please provide your email address in the box below:

We will only use your contact details for the purpose of contacting you about this account, we won't use them for marketing.  
Please make sure this address is registered with the Royal Mail. If it's not, it may take longer for the address to be added to the Ofgem Central FIT Register.

If the owner is 'Non Domestic' please provide the details requested below:

Business / Company Name  VAT Registration Number

Company Number, if applicable

### FOR ALL CUSTOMERS

Are you an npower electricity customer? If yes, please state your account number:  
Yes  No

If no, please tell us the name of your Supplier

For Domestic Customers please provide a copy of photographic ID via your Passport/Driving licence or equivalent plus proof of address (utility bills, bank statements or equivalent)

For Non Domestic Customers please provide details of Your company registration and proof of address.

## ATD (Authority to Discuss)

This is any person you would like to nominate the ability to discuss the application with ourselves (if required)

Title Mr  Mrs  Ms  Miss  Other (please state)

Full name(s)

Address

Telephone

Email Address

Level of Access Application Form  Registration Queries  Meter Reads / Payments

## Section 2 - Site information

In this section we ask that you fill out details surrounding where the system is located, this can differ from your correspondence address.

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

Postcode

Ordnance Survey Grid reference (can be obtained from [www.ordnancesurvey.co.uk](http://www.ordnancesurvey.co.uk))

## Section 3 - Accreditation Details

In this section we ask that you give us the details of your accreditation, please indicate in the boxes below whether this is ROO-FIT or MCS.

MCS Certificate number --

MCS Time: // MCS Date: //

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

Or ROO-FIT number:  Date of ROO-FIT Accreditation //

### Extensions

As of 15th January 2016, extensions with a commissioning date after on or after 15th January 2016 are no longer eligible to join the FIT Scheme.

### PV installations only

EPC Certificate Number

EPC Certificate date // for PV installations

Please give us a copy of your EPC certificate as part of the supporting documentation

## Section 4 - Generating System Information

In this section we ask for the information regarding the type of system you have installed. This section is about the generating system.

We need the answers to all of these questions, please contact your installer if you require help with this. If you have more than one installation, please give us details for them all.

Type of technology

Solar PV  Wind  Hydro  Anaerobic Digestion  Micro CHP

What type of building is the generating system attached to? Domestic  Commercial  Community

Installation date //

Commissioning date //

Do you have a storage device attached to your generating system?

Yes  No

If yes, please provide us with a schematic diagram (which will need to show the installation, the storage device and the metering arrangements) of how your storage device is connected to your installation as this could affect the FIT payments you will be eligible for.

Total Installed Capacity (kW)

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 - Meter Information

This section is about the meters you have installed with your generating system. In this section we ask for your generation meter details. This information can be found on your MCS certificate.

Please note: A start Generation Meter read must be obtained on your eligibility date which will be either the date we receive your completed application form or the start date of the Tariff period under which your installation falls, whichever is latest. Therefore it is important that you take a reading from your Generation Meter and Export meter if you have one, on the first day of each month, until we contact you via telephone, mobile messaging or email to obtain this.

Fully completed and valid applications (including all requested certificates and supporting documentation) made via email will be accepted the day they are received in our inbox. Please ensure you receive our auto-reply. If you don't receive this, we may not have received your email. Please try sending again, or contact us as soon as possible.

Meter Make:

Meter Model:

Meter Serial Number:

Location of Generation Meter:

Generation Meter Reading:  .

Date of Meter Reading:

Is the meter in a hard to reach location  Yes  No If yes will a ladder be required to obtain access to the meter?  Yes  No

**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 don't 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.**

If yes, Export meter MPAN:

If you don't have the export MPAN to hand, please contact the company who installed the export meter.

Export Meter Reading (if applicable)

Export Meter Serial Number

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

Generation and 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. 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](http://www.npower.com)

## Installer information

This section is about who installed your generating system.

Name of Installer:

Telephone number:

## Section 6 - Supply Information

At the time of applying for the FIT Scheme the building connected to the generating system must be supplied by npower or a supplier that 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](http://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)

Is the supply

Economy 7  Standard  Commercial Tariff

Since your installation does the supply meter turn backwards?

Yes  No

Is your supply meter a Smart meter?

Yes  No

### Supply Meter Details

Manufacturer:

Type:

Serial Number:

If, after completing this application, you notice the supply meter running backwards at any time please call us on **0800 048 0520** or **0330 100 7567** and we will arrange for a meter exchange.

## Section 7 - Payment Information

This section is about who the FIT payments should be made to and where they should be made. If you enter a 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

Is the nominated recipient VAT registered? Yes  No

If no, who is the nominated recipient?\*

First Name

Surname

Relationship to Owner

Telephone (day)

Email

Address

Postcode

Business / Company Name

VAT Registration Number

Company Number, if applicable

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

Please provide the bank details of where your FIT Payments should be made

Bank Name

Sort Code

Account Holders Name

Account number

Please note we can not make payments into Building Societies, if you do not have a bank account, please indicate below, and we will contact you upon receiving this application

If you do not have an active current account - please tick the box provided

Signature

Date  /  /

Name

## Section 8 - Switching from another supplier

Please complete this section if you are already registered for the FIT Scheme with another FIT Supplier and would like to transfer to npower's FIT Scheme.

Name of Previous Supplier

Date Supply started from npower

 /  / 

Generation Meter read from this date

Export Meter read from this date (if applicable)

## Section 9 - Grant information

It is generally not possible for an installation, which has received a grant from public funds, to be eligible for the FIT Scheme i.e. a grant made by a public authority or by any person distributing funds on behalf of a public authority.

If you have received a grant, please provide a letter from the grant issuing body on their headed paper, confirming that the grant received has not been made by a public authority.

Have you received a grant for your installation?

Yes  No

If yes, date grant received:

  /   /   

Name of Organisation Grant Received from:

Grant Reference Number:

Value of Grant (£):

## Section 10 - Declaration

By signing this document I also declare that:

1. I have the authority to do so and that all information provided on this form is complete and accurate.
2. I confirm that all information submitted in support of the application is true and correct.
3. Where applicable the Nominated Recipient for the FIT payments set out on this form has the authority to receive such payments.
4. I have installed a FIT eligible technology.
5. If I have stated that my/our generating system is a 'stand alone' system i.e off grid it is my/our intention to use any and all electricity generated by my/our system and that I fully understand that any electricity generated but not used will not be eligible for any FIT payment.
6. I understand my/our 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.

Signature

Name:

Date:

 /  / 

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.

**Please now complete the further declarations below, which are required by Ofgem. If you don't complete these unfortunately we will have to return your application to you.**

## Feed-in Tariff (FIT) Solar PV declarations (installations and extensions)

All applications for accreditation of new solar PV installations, with an eligibility date on or after 1st 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 the FIT Licensee / Ofgem as appropriate to determine whether or not the multi installation tariff rates should apply and if you are exempt from the Energy Efficiency Requirement.

Tick one of the boxes in relation to the multi installation declaration and then sign the relevant declaration.

If you believe that the FIT installation for which you are applying is exempt for the Energy Efficient Requirement, please submit proof in the form of a written declaration completed by a qualified assessor which confirms that that it was not possible to obtain an EPC on the building(s) and the reasons why. If you would like an example of this declaration please let us know and we can provide this to you.

In this section we ask you to complete the following declarations.

### Multi-installation declaration

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

- The FIT Generator, Nominated Recipient of Connected Persons owns or will receive FIT payments from 25 or more other eligible Solar PV installations (complete declaration 1)
- Neither the FIT Generator, Nominated Recipient of Connected Persons owns or will receive FIT payments from 25 or more other eligible Solar PV installations (complete declaration 2)

### Multi-installation Declarations

(sign **one** declaration only from declarations 1-2)

#### Declaration 1

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)  Dated  /  /

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 2

I  (the FIT Generator)

and I  (the Nominated Recipient\*) certify in respect of this application for accreditation that neither 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)  Dated  /  /

Signed (Nominated recipient\*)  Dated  /  /

\*where applicable

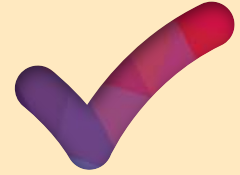
**Phone calls:** Phone calls: We may monitor and/or record calls for security, quality or training purposes. Calling us on an 0800 number should be free from all mobiles and generally free from all landlines.

npower is a registered trademark and the trading name of Npower Limited (Company no. 3653277), Npower Northern Limited (Company no. 3432100), Npower Northern Supply Limited (Company no. 2845740), Npower Direct Limited (Company no.3782443), Npower Yorkshire Limited (Company no. 3937808), Npower Yorkshire Supply Limited (Company no. 4212116). Powershop is the trading name of PS Energy UK Limited (Company no. 9850654 acting as agent of Npower Limited and Npower Gas Limited for the supply of electricity and gas. Registered office: Windmill Hill Business Park, Whitehill Way, Swindon, Wiltshire, SN5 6PB

**Correspondence address:** FIT Team, npower, Oak House, Bridgwater Road, Worcester, WR4 9FP.

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# Completed Application Checklist



Please make sure you've included the following information:

Have you sent, or told us:	Included?
Fully completed Application Form (with section 10 signed and dated)	<input type="checkbox"/>
Have you opted in? (if you would like to receive export payments)	<input type="checkbox"/>
MCS Certificate or ROO-FIT Certificate (if over 50kW)	<input type="checkbox"/>
Multi Installation Declaration number 1 to 2 (Please see the instructions provided)	<input type="checkbox"/>
Fully paid invoice on installer headed paper with company logo and VAT registration Redacted Invoices are accepted	<input type="checkbox"/>
An Energy Performance Certificate or official exemption letter (PV installations only)	<input type="checkbox"/>
A valid generation meter reading and export meter reading where applicable (we'll need another meter reading from you on the day we receive your application, but we'll contact you for this) By providing us with your details, you confirm that we can contact you by phone (if entered), post, mobile messaging or email	<input type="checkbox"/>
Proof of Photographic ID (Passport, Driving Licence) - Domestic Customers Only (Please provide copies of original documents)	<input type="checkbox"/>
Proof of address (Utility Bill, Council Tax)	<input type="checkbox"/>
VAT and/or Company Details for Non Domestic Customers	<input type="checkbox"/>
Schematic diagram (You only need to provide this if you have already answered yes to having a storage device attached to your installation)	<input type="checkbox"/>

Your Feed in Tariff eligibility period will begin from the date we receive everything you've listed here, so please sign to confirm it's all included.

Signed

Date

## More information?

Contact one of our specialist Feed in Tariff Advisors



**0800 048 0520**

(free from most landlines and mobiles)

Monday to Friday 8.00am to 6.00pm  
Calls may be recorded for training purposes

