

Feed-in tariff Application form

About Feed-in Tariffs

The Feed-in Tariff (FIT) scheme is an environmental programme introduced by Government to promote widespread uptake of a range of small-scale renewable and low carbon electricity generation technologies. The scheme requires certain electricity suppliers (FIT Licensees) to pay a generation tariff to small-scale low-carbon generators for electricity generated (whether or not such electricity is exported to the national grid) and a separate export tariff where such electricity is also exported to the national grid. A range of technologies are eligible for the scheme, including solar PV, anaerobic digestion, hydro and wind up to a maximum installed capacity of 5MW, and combined heat and power (CHP) microgeneration up to 2kW capacity.

FITs registration process

In order to receive FIT payments, all FIT generators must register their eligible installations on Ofgem's Central FIT Register (CFR) via a FIT Licensee.

To register your FIT eligible installation through TotalEnergies Gas & Power, please complete and return this application form along with the required supporting documentation and signed declarations (pp8-12) to the postal address or e-mail address opposite.

We will check your application and register your installation onto the Central FIT Register (CFR).

Once your installation has been registered, we will receive a confirmation from Ofgem. We will then send you a copy of our Statement of FIT Terms, which you will need to sign and return to us within ten working days.

Please note:

- You will not be eligible to receive FIT Payments until we receive your completed application form, supporting documentation, signed declarations (if applicable) and a valid generation meter reading.

- If submitting your application by e-mail, Section 6a of the application form **must include a meter reading for the generation meter taken on the same day as the application.**
- If submitting your application by post, we will contact you when we receive your completed application form and supporting documentation to obtain an up to date generation meter read.

Guidance on completing your FIT Application

Before completing this form please check your eligibility to join the FIT Scheme by reviewing the latest version of Ofgem's Guidance for Renewable Installations, which is available on [Ofgem's website](#).

Unless otherwise stated, please complete all sections of this application form.

Please use additional sheets to provide further information as required.

Please post or e-mail your completed application form and supporting documentation to:

Embedded Generation
TotalEnergies Gas & Power
Bridge Gate, 55-57 High Street
Redhill, Surrey RH1 1RX

E: fitreg.uk@totalenergies.com

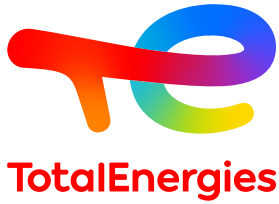
If you have any queries or require assistance completing this form, please contact our FIT Registration Team on:

T: 01737 275844
(Office hours are 9am to 5pm Monday to Friday)

FIT application check list

Please ensure you supply a copy of the following documentation along with your completed application form and signed declarations:

- MCS Certificate or ROO-FIT Accreditation email (as applicable) for the FIT eligible installation
- Proof of ownership of the FIT eligible installation, e.g.
 - A receipt or other documentation stating ownership, or the transfer of ownership from the previously stated owner.
 - A copy of the signed sale and purchase agreement transferring ownership from one party to another as part of a property sale, or equivalent documentation.
- If applicable under Section 2, proof of the relationship between the owner of the FIT eligible installation and the FIT generator
- If applicable under Section 3b, Energy Performance Certificate for the building where the FIT eligible installation is attached (Solar PV installations only)
- If applicable under Section 4, a letter/email from Ofgem confirming the community energy or school installation status, the tariff date and tariff details.



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Section 1 - Supply information

For larger electricity suppliers, FITs participation is mandatory. For smaller electricity suppliers, with fewer than 250,000 customers, FIT scheme participation is voluntary and achieved via an annual registration process administered by Ofgem. Voluntary FIT Licensees are only required to register and make FIT payments to eligible microgenerators (i.e. with a declared net capacity of 50kW or less) who are also an electricity supply customer. TotalEnergies Gas & Power is a Voluntary FIT Licensee.

Please state your TotalEnergies Gas & Power Account Number:

Please state your import supply Meter Point Administration Point Number (MPAN):



Section 2 - Generator details

Please provide the following information about the organisation that is applying for the FIT scheme. This will normally be the organisation that owns the generating equipment.

Please note: If the FIT generator is different to the owner of the FIT eligible installation, we will require evidence of the contractual relationship between the parties.

Organisation Name:

Organisation Number:

Company registration number, charity registration number, VAT registration number, school or community reference number.

Registered Address:

Postcode:

Primary Contact

Title: Mr Mrs Ms Miss Other

First Name: Surname:

Job Title:

Telephone: Email:

Secondary Contact (optional)

Title: Mr Mrs Ms Miss Other

First Name: Surname:

Job Title:

Telephone: Email:

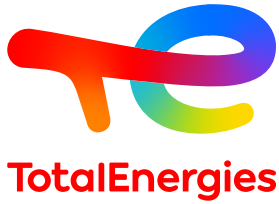
Multi-installation details

Do you own or receive FIT payments for any other installations? Yes No

If yes, please provide your existing FIT Generator ID:

Are you a generator with multiple solar photovoltaic installations? Yes No

If yes, what is the total number of photovoltaic installations for which you receive payments?



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Section 4 - Fit eligible installation details

Please tell us about the generating equipment installed at the site. Please contact your installer if you do not have any of this information.

Type of technology installed:	PV	Wind	Hydro	Anaerobic Digestion	Micro CHP (below 2kW)
Battery Storage Co-Located:	Yes	No			
Smart Meter Installed:	Yes	No			
If PV, state PV Installation Type:	Retrofit	New build	Stand-alone		
Total Installed Capacity (kW):					
Declared Net Capacity (kW):					
Installation Type:	Domestic				
	Non-domestic (Commercial)				
	Non-domestic (Industrial)				
	Community Energy				
	School				
Grid Connected, i.e. capable of export onto the Grid?	Yes	No			
Tariff Date:	/	/			
	Only applicable to (i) ROO-FIT installations which have been granted preliminary accreditation and which subsequently apply for ROO-FIT accreditation during the period for which the preliminary accreditation is valid, and (ii) to community energy installations which have been pre-registered.				
Installation Date:	/	/			
Commissioning Date:	/	/			
Name of Installer:					
Installer Telephone Number:					

Section 5 - Accreditation details

Your FIT installation must satisfy the following criteria:

- If your installation has a declared net capacity 50 kW or less, Microgeneration Certification Scheme (MCS) accreditation is required. This means that your installation must be commissioned by a MCS-certified installer using MCS-certified products. You will need to provide us with a copy of your valid MCS certificate as proof of this.
- If your installation has a declared net capacity of greater than 50 kW up to a total of installed capacity of 5MW, it must be ROO-FIT accredited by Ofgem. You will need to provide us with a copy of your ROO-FIT Accreditation confirmation as proof of this. N.B. this applies to all anaerobic digestion plants.

Please provide the relevant information below.

Declared net capacity of 50 kW or less

MCS certificate number:

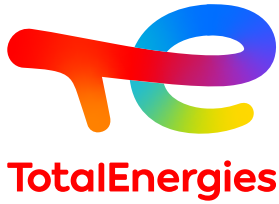
Please provide a copy of your MCS accreditation certificate.

Declared net capacity of over 50 kW

ROO-FIT Accreditation Number:

Please provide a copy of your ROO-FIT accreditation confirmation.

Date of ROO-FIT Accreditation: / /



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Section 6 – Metering information

Please tell us about the meter(s) fitted to your FIT eligible generating system and state your requirements in relation to exported electricity.

Please note: If you have indicated above that your installation is not grid connected, please complete Section 6a for your generation meter only.

Section 6a – Generation meter

Meter Manufacturer:

Meter Model:

Meter Serial Number:

Meter Location:

Generation Meter Reading:

Generation Meter Reading Date: / /

You must supply a meter reading taken on the same day as your application. If submitting your application by post, we will contact you when we receive your completed application to obtain an up to date generation meter reading.

Are there any other installations connected to your generation meter? Yes No

If Yes, please provide details of the technology and installed capacity (kW):

Section 6b – Export meter and export tariffs

A FIT installation with a total installed capacity of over 30kW must have an export meter to receive export payments. FIT installations with a total installed capacity of up to 30kW do not require an export meter, instead we will estimate your exported electricity in accordance with the guidance provided and from time to time updated by Ofgem.

Do you have an export meter fitted to your FIT eligible generating equipment? Yes No

Please select one of the following options:

I wish to receive an export tariff from TotalEnergies Gas & Power **(Opt In)**

OR

I DO NOT wish to receive an export tariff from TotalEnergies Gas & Power **(Opt Out)**

Tick this box if either of the following applies:

- a) Your installation has a total installed capacity of not more than 30kW and you wish to receive export payments, or
- b) Your installation has a total installed capacity of more than 30kW, you have installed an export meter and you wish to receive export payments at the prevailing FITexport tariff rate.

Tick this box if either of the following applies:

- a) You have a separate power purchase agreement with TotalEnergies Gas & Power or another electricity supplier for your exported electricity, or
- b) Your installation has a total installed capacity of more than 30kW and you have not installed an export meter.

Export meter details (if applicable)

Export Meter Point Administration Point Number (MPAN):

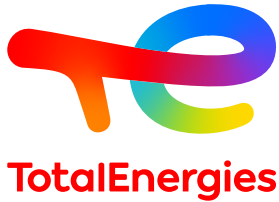


Meter Manufacturer:

Meter Model:

Meter Serial Number:

Meter Location:



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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 licencees/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"¹ (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

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"² or "nominated recipient"³ 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")

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 Lowcarbon 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.

