



# VAT CALCULATION ON MULTI-METER PREMISES

Please email the completed pro-forma to [gp.redhill.TGPVAT.Aggregation@totalgp.com](mailto:gp.redhill.TGPVAT.Aggregation@totalgp.com)

Company Name: \_\_\_\_\_

Site address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## Contact Details for the VAT De Minimis Aggregation Instruction

Contact Name: \_\_\_\_\_

Phone number: \_\_\_\_\_

Email: \_\_\_\_\_

### **Notes for populating your aggregation instruction:**

Please populate the table below based on the meters you have at the same postcode. Please populate the primary MPR column, showing which MPR you want the other MPRs aggregated to. All MPRs within an aggregation must be at the same premises.

In the example below, the customer has 3 MPRs at the same premises and wanted them all aggregated under MPR 123498765.

Primary MPR	Associated MPR	Read Date	Current Read (optional)
<i>123498765</i>	123456789	<i>30/09/17</i>	<i>1111</i>
<i>123498765</i>	987654321	<i>30/09/17</i>	<i>2222</i>
<i>123498765</i>	888998777	<i>30/09/17</i>	<i>4444444</i>

Note: The MPR (Meter Point Reference) can be found on the front of your invoice.

Please provide a current read where possible. Ideally this would be taken on the last day of the month. Where you have AMR (automatic meter reader) installed you need not provide a read.

Month end reads are required to accurately finalise billing on your previous account set up and then commence billing on your new aggregated set up. In the absence of actual reads we will estimate the closing and opening reads for you based on your read history.

