

**Standard Assessment Procedure (SAP): Application Form
Energy Performance Certificate (EPC): Application Form
Water Efficiency Calculation (WEC): Application Form
Simplified Building Energy Model (SBEM): Application Form**

(Please delete above, as appropriate)

1. Applicant's details – the person for whom the work is being carried out i.e. the building owner

Name: _____

Address (including postcode): _____

Phone _____ E-Mail: _____

2. Agent's details – if applicable

Name: _____ Company Name: _____

Address (including postcode): _____

Phone _____ E-Mail: _____

3. Location of Property

Address (including postcode): _____

Continue on a separate sheet if necessary...

Name _____ Signature _____

Data Protection Act 1988

We will keep any information you give us, in our records, including on computer. We will only use it for the purposes for which you gave it to us. We will not sell or give the information to any third party.

Fees

Price on application - Please call for a quotation

Checklist

Have you....

1. Completed all parts of the form
2. Identified which application you are making
3. Signed the form
4. Provided detailed plans and specifications?
5. Enclosed your payment (**Cheque Only** payable to Capita)

How to Contact Us:

**For further information about charges or the services
Capita can provide please contact us:**

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Dereham
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