

CLIENT INSTRUCTION FORM – ENERGY PERFORMANCE CERTIFICATE

PLEASE REPLY TO ALL QUESTIONS IN BLOCK CAPITALS

FULL NAMES OF ALL PROPERTY OWNERS:-
EMAIL ADDRESS(ES):-
TELEPHONE NO(S):-
MOBILE NO(S):-
FULL ADDRESS OF PROPERTY:- Postcode
APPROXIMATE SALE PRICE :-	£.....
NUMBER OF BEDROOMS:-
TYPE OF PROPERTY (IE. FLAT, SEMI, DETACHED, ETC):-
IS THE PROPERTY FREEHOLD OR LEASEHOLD?
APPROXIMATE AGE OF PROPERTY:-
IS THE PROPERTY LISTED?
TYPE OF CONSTRUCTION (IE. TRADITIONAL (EG. BRICK & TILE), WOODEN, ETC):-
WHO IS SELLING THE PROPERTY (IE. OWNER, EXECUTOR ETC):-
WHO SHOULD THE ENERGY ASSESSOR CONTACT TO ACCESS THE PROPERTY?
DOES THE SELLER WANT THE ESTATE AGENTS DETAILS ON THE PACK?
ESTATE AGENTS NAME & TELEPHONE NUMBER

I/We authorise you to proceed in ordering an Energy Performance Certificate and confirm acceptance of the fee specified in your covering letter.

Signed.....

Dated.....

Signed.....

Dated.....

If you require additional space to answer any of the above questions please continue overleaf or on a separate sheet of paper.