

# The UW Smart Export Guarantee Scheme

## Application Form



# Applying for the Utility Warehouse Smart Export Guarantee (SEG) Scheme

Thank you for your interest in the UW SEG scheme. Please ensure you are completing our latest application form by checking our website [uw.link/smart-export-guarantee](http://uw.link/smart-export-guarantee)

For information about SEG requirements, please visit our website [uw.link/smart-export-guarantee](http://uw.link/smart-export-guarantee) and view our SEG T&Cs document and/or links to related external parties involved in the SEG scheme.

**Please complete all relevant sections clearly and in BLOCK CAPITALS. Please write in black ink.**

# Supporting documents checklist

**You must submit clear copies of the following supporting documents with your completed SEG application form:**

- ✓  Certificate issued by an accredited certification body, such as the Microgeneration Certification Scheme (MCS).
- ✓  Proof you own the generation equipment e.g. a receipt in your name confirming purchase of the installation.
- ✓  Proof of your identity e.g. a copy of your passport or driving licence (please do not send originals)
- ✓  Proof of your address (if you do not have a UW account).
- ✓  Photo of your export meter (if you are switching from another supplier).

## Your UW account details

My UW customer account number is:

**If you don't have a UW account, please confirm the following:**

My Electricity Supplier does not offer Smart Export Guarantees (✓)

Name of Electricity Supplier: .....

# Type of SEG application

Change of Generator (✓)

**Please complete this section if you have taken ownership of an eligible system that was previously registered for SEG payments with UW.**

Name of the previous owner: .....

Date of ownership transfer: .....

Switch (✓)

**Please complete this section if you already receive SEG payments for an eligible installation from a different SEG Licensee and wish to transfer your SEG payments to UW.**

Name of current SEG Licensee: .....

New Registration (✓)

**For an installation that is being registered for SEG Payments for the first time.**

## SEG generator details

**This section must contain details of the person, Company or Organisation that owns the installation. If the installation is not owned by a Company or Organisation, the authorised signatory's details are to be entered here. An authorisation letter from the Company must also be provided.**

Title: .....

First name: .....

Last name: .....

Company/Organisation name (if applicable)

.....

Company/Organisation registration number (if applicable):

.....

Address: .....

.....

Postcode: .....

## Contact Details

Email address: .....

Telephone: .....

Mobile: .....

## Installation details

Domestic  Commercial  Non-Profit

Export MPAN: .....

Export meter serial number: .....

Export meter location: .....

Technology type:

Solar Photovoltaic (PV)  Hydro

Micro-combined Heat and Power (micro-CHP)

Wind  Anaerobic Digestion (AD)

MCS (or equivalent) certificate number: .....

**If your Installation is not MCS certified, we may request further confirmation of the installation's certification.**

Declared net capacity: .....

Total capacity: .....

Installation location/address: .....

Is your installation attached to a storage device?

Yes  No

Does your storage device also store electricity from the electricity grid?

Yes  No

# Notification of distribution network operator (new installations only)

I confirm my Installer has notified the Distribution Network of the MCS (or equivalent) Installation

Date of notification:   -   -

## Export payments

**Export payments will be made against your UW account. If you don't have a UW account, payments will be made by BACS to your bank account. If you require VAT payments please visit our website and download, complete and return to us our VAT self-billing agreement.**

Tick this box if you require VAT to be paid on SEG export payments

If you do not have a Utility Warehouse account, please provide the following information:

Name on bank account: .....

Sort code:   -   -

Bank account number:



## Declaration and signature

I understand that by completing and signing this form I am authorising Utility Warehouse Limited (registered in England with registered number 04594421) (“**Utility Warehouse**”) to take responsibility for the management and payment of my Smart Export Guarantee (SEG) on behalf of Electricity Plus Supply Ltd (registered in England with registered number 5199936. Registered Office: NHQ, 508 Edgware Road, The Hyde, London NW9 5AB), my licensed electricity supplier and/or Mandated SEG Licensee.

I understand that by signing this form I declare that the information entered on this application form is accurate to the best of my knowledge.

I confirm that I have installed and commissioned an eligible SEG technology.

I have read and accept UW’s SEG Terms and Conditions available at [uw.link/smart-export-guarantee](http://uw.link/smart-export-guarantee)

Your signature: .....

Date: .....

# How to send us your documents

Please send this application and your supporting documents by email, where possible. Postal applications take longer to arrive and result in a later commencement date for your payments.

## **What you need to do**

Please scan and email your documents to us at [seg@uw.co.uk](mailto:seg@uw.co.uk). There is a 20 mb limit for emails and you may need to send separate emails if the files are too large.

Or you can return this form and all supporting documents to the Smart Export Guarantee team, Utility Warehouse, NHQ, 508 Edgware Road, The Hyde, London NW9 5AB.

We may have to contact you for a new meter reading if you send your documents this way.

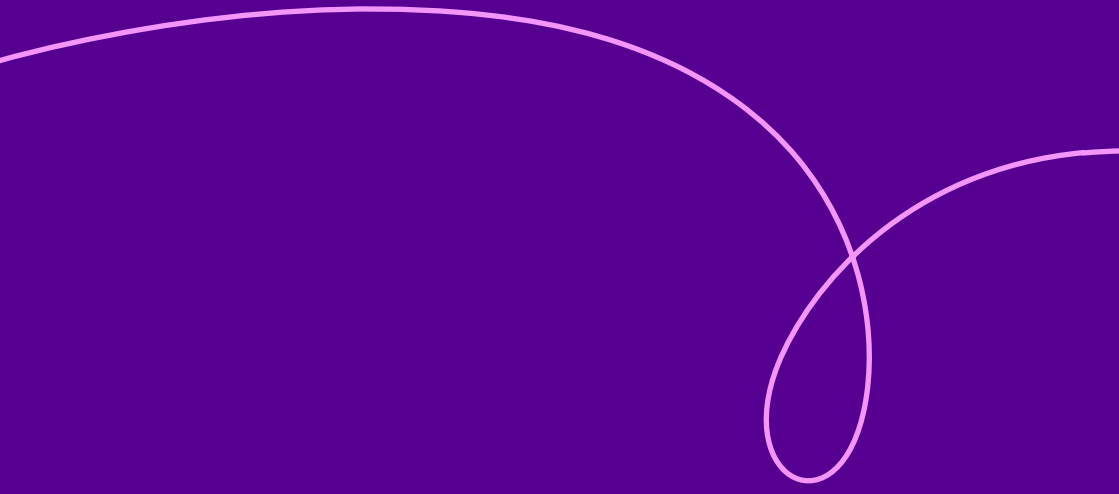
## **How long will it take to set up my account?**

It may take up to 5 weeks to get you registered after we get your fully completed application.

## **What happens if I don't send everything in?**

If anything is missing, the date your new Smart Export Guarantee can start on will be delayed, and we'll also need a new meter reading to get your account up and running.

If you have any queries about our Smart Export Guarantee please contact us on **0333 777 0777**. Our lines are open Monday – Friday, 9am – 5.30pm and Saturday, 9am – 4.30pm. Alternatively, please email [seg@uw.co.uk](mailto:seg@uw.co.uk).



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