

# PRE-INSPECTION QUESTIONNAIRE

Please take time to carefully answer the following questions in the preparation of the Energy Performance Certificate and will help your Assessor prepare for the inspection of your property.

Complete this form as best you can and remember to sign it - it is accepted that some answers may be approximate or guessed, just be as precise as you can.

**LEAVE THIS FORM ON-SITE WITH/FOR THE ENERGY ASSESSOR.**

Property Address:

Date:

QUESTION		ANSWER		
<b>Section One – General Information</b>				
1.	How old is the original building?	It was constructed in ...../ or it is about ..... years old.		
2.	Is the building Listed?	Yes	No	Not sure
3.	Is the building in a conservation area?	Yes	No	Not sure
4.	Is the property on a private road?	Yes	No	Not sure
5.	Do you have a cellar?	Yes	No	Not sure
6.	If yes how is it accessed?			
7.	How long have you lived here? (if you do not live at this address, how long have you owned the property)	Years		
8.	Which energy services are connected to the property? (Please tick <b>ALL</b> that apply)	Electricity		
		Electricity – Economy7		
		Gas (natural gas only)		
		Liquid Petroleum Gas (LPG) or bottled gas		
		Oil		
	District Heating			
9.	If LPG or Oil please indicate storage location?			
10.	Where are the following?	Electricity Meter		
		Gas meter		
		LPG store or Oil store		
		Central Heating Boiler		
		Heating thermostat		
11.	If you have a Central Heating boiler do you know how old it is?	Years		

**Section Two – Changes to the Property**

12.	Has it ever been extended or have significant internal changes been made or building works undertaken?	Yes	No	Not sure	
<i>If you answered yes to question 12 then you might need to sort out relevant certificates etc. (replacement window FENSA certificate etc.) Your EPC provider may want to include copies in the report</i>					
13.	If you answered YES to Q 12, then please provide a bit more information.	Types of building works undertaken (tick all the apply) :	Approximate date of the works:	Brief description	Certificates available?
		Attic/loft conversion			Planning certificate
		Extensions/conversions			Planning certificate
		Window replacement			FENSA
		Cavity Wall Insulation			Certificate

**FORM COMPLETED BY**

**SIGNATURE** \_\_\_\_\_

**PRINT NAME** \_\_\_\_\_

**DATE** \_\_\_\_\_

**OWNER/OCCUPIER/AGENT/REPRESENTATIVE**

(Please delete all that do not apply)