

|  |  |                 |
|--|--|-----------------|
| <b>Address</b>   | <b>Assessment Date</b>   | <b>Yes / No</b> |
|  | <b>Checked for previous EPC?</b>   |                 |
| <b>Postcode</b>  | <b>Reason for new EPC lodgement</b>  |                 |
| <b>Related Party Disclosure</b>                        |  |                 |
| <b>Transaction Type</b> <small>Convention 9.11</small> | <input type="checkbox"/> Marketed Sale <input type="checkbox"/> Non-Marketed Sale <input type="checkbox"/> Rental <input type="checkbox"/> Green Deal <input type="checkbox"/> Post-Green Deal <input type="checkbox"/> FIT <input type="checkbox"/> ECO <input type="checkbox"/> RHI <input type="checkbox"/> Stock Condition |                 |
| <b>Tenure</b> <small>Convention 9.12</small>           | <input type="checkbox"/> Owner-Occupier <input type="checkbox"/> Rental (Social) <input type="checkbox"/> Rental (Private) <input type="checkbox"/> Unknown  |                 |
| <b>Built Form</b>                                      | <input type="checkbox"/> House <input type="checkbox"/> Bungalow <input type="checkbox"/> Flat <input type="checkbox"/> Maisonette <input type="checkbox"/> Park Home <small>Convention 9.14</small>   |                 |
| <b>Detachment/Position</b>                             | <input type="checkbox"/> Detached <input type="checkbox"/> Semi-Detached <input type="checkbox"/> Terrace: Mid / End / Enclosed Mid / Enclosed End   |                 |

|           |  |
|-----------|--|
| <b>EW</b> | A pre-1900 B 1900-1929 C 1930-1949 D 1950-1966 E 1967-1975 F 1976-82 G 1983-1990 H 1991-1995 I 1996-2002 J 2003-2006 K 2007-2011 L 2012— |
| <b>S</b>  | A pre-1919 B 1919-1929 C 1930-1949 D 1950-1964 E 1965-1975 F 1976-83 G 1984-1991 H 1992-1998 I 1999-2002 J 2003-2007 K 2008-2011 L 2012— |
| <b>NI</b> | A pre-1919 B 1919-1929 C 1930-1949 D 1950-1973 E 1974-1977 F 1978-85 G 1986-1991 H 1992-1999 I 2000-2006 K 2007-2013 L 2014—             |

**Park Homes** Convention 9.14  
F pre-1983 G 1983-1995 I 1996-2005 K 2006—

|  | Main Property | Extension 1 | Extension 2 | Extension 3 | Extension 4 |
|--|---------------|-------------|-------------|-------------|-------------|
| <b>Age Band</b>  |               |             |             |             |             |
| <b>Room in Roof (age band)</b> <small>Conv. 3.13</small> |               |             |             |             |             |
| <b>Number of floors</b>                                  |               |             |             |             |             |

|  |  |  |   |
|--|--|--|---|
| <b>No. Habitable Rooms</b> <small>Conv. 2.04a</small>                        |  | <b>Terrain Type</b>                                      | <input type="checkbox"/> Dense Urban <input type="checkbox"/> Suburban <input type="checkbox"/> Rural                                 |
| <b>No. Heated Habitable Rooms</b>  |  | <b>Heated Basement?</b>                                  | <b>Yes / No</b> <small>Convention 2.05</small>  |
| <b>Number of Open Fireplaces</b> <small>Convention 9.01</small>              |  | <b>Whole-house Ventilation Type</b>                      | <input type="checkbox"/> Natural <input type="checkbox"/> Mechanical - Extract Only<br><input type="checkbox"/> Mechanical - Balanced |
| <b>Conservatory Type</b>   | <input type="checkbox"/> No Conservatory <input type="checkbox"/> Separated, unheated<br><input type="checkbox"/> Separated, heated <input type="checkbox"/> Not Separated | <b>Space cooling present?</b>                            | <b>Yes / No</b><br><small>Fixed systems only; do not include reversible heat pumps</small>  |
| <b>Total number of windows &amp; doors</b>                                   |  | <b>Total number of draught-proofed windows and doors</b> | <small>Convention 3.11</small>  |
| <b>Total number of fixed lighting outlets</b> <small>Convention 7.01</small> |  | <b>Total number of low-energy fixed lighting outlets</b> | <small>CFL/LED/LFL</small>  |
| <b>Solar PV present?</b>   | <b>Yes* / No</b> <small>*Detail on separate sheet</small>  | <b>Wind Turbine present?</b>                             | <b>Yes* / No</b> <small>*Detail on separate sheet</small>   |

| Dimensions                                       | INT / EXT | Floor Area (m <sup>2</sup> ) | Room Height (m) | HLP (m) | Party Wall (m) | Flats & Maisonettes   |
|--|-----------|------------------------------|-----------------|---------|----------------|---|
| <b>Heated Basement</b> <small>Conv. 2.05</small> |           |                              |                 |         |                | <b>Heat Loss Corridor Type</b><br><small>Unheated - Alt. Sheltered<br/>Heated - Party Wall</small><br><input type="checkbox"/> No Corridor<br><input type="checkbox"/> Heated Corridor<br><input type="checkbox"/> Unheated Corridor  |
| <b>Ground</b>                                    |           |                              |                 |         |                |   |
| <b>1<sup>st</sup></b>                            |           |                              |                 |         |                | <b>Sheltered Wall Length (Corridor Wall)</b><br><small>NB. Always include unheated corridor as part of the HLP length</small><br>Floor Level:<br><input type="checkbox"/> Top Floor<br><input type="checkbox"/> Mid-Floor<br><input type="checkbox"/> Ground Floor<br><input type="checkbox"/> Basement |
| <b>2<sup>nd</sup></b>                            |           |                              |                 |         |                |   |
| <b>3<sup>rd</sup></b>                            |           |                              |                 |         |                |   |
| <b>4<sup>th</sup></b>                            |           |                              |                 |         |                |   |
| <b>5<sup>th</sup></b>                            |           |                              |                 |         |                |   |
| <b>6<sup>th</sup></b>                            |           |                              |                 |         |                |   |
| <b>7<sup>th</sup></b>                            |           |                              |                 |         |                |   |
| <b>Roof Room</b>                                 |           |                              |                 |         |                |   |

|   |   |                    |                 |  |                                       |                                |
|---|---|--------------------|-----------------|--|---------------------------------------|--------------------------------|
| <b>Main Wall Construction</b>                     | <input type="checkbox"/> Granite/Whinstone <input type="checkbox"/> Sandstone/Limestone <input type="checkbox"/> Solid Brick <input type="checkbox"/> Cavity Wall <input type="checkbox"/> System-Built <input type="checkbox"/> Timber Frame <input type="checkbox"/> Cob <input type="checkbox"/> Park Home Wall* |                    |                 |  |                                       |                                |
| <b>Insulation</b> <small>Convention 3.03a</small> | <input type="checkbox"/> <b>As Built</b> <input type="checkbox"/> Filled Cavity <input type="checkbox"/> External Insulation <input type="checkbox"/> Internal Insulation   _____ mm <input type="checkbox"/> Unknown* <small>exceptional circumstances</small>   |                    |                 |  |                                       |                                |
| <b>Wall Thickness (mm)</b>                        |   | <b>Dry-lining?</b> | <b>Yes / No</b> |  | <b>U-value</b>                        | <small>Convention 3.08</small> |
| <b>Party Wall Construction</b>                    | <input type="checkbox"/> No Party Wall <input type="checkbox"/> Solid <input type="checkbox"/> Unfilled Cavity <input type="checkbox"/> Filled Cavity <input type="checkbox"/> Unable to Determine  |                    |                 |  |                                       |                                |
| <b>Alternative Wall - Location</b>                | <input type="checkbox"/> N/A <input type="checkbox"/> Main Property <input type="checkbox"/> Extension <input type="checkbox"/> Extension Additional <input type="checkbox"/> Sheltered (corridors)   |                    |                 |  | <b>Alt. Wall Area (m<sup>2</sup>)</b> |                                |
| <b>Construction</b>                               | <input type="checkbox"/> Granite/Whinstone <input type="checkbox"/> Sandstone/Limestone <input type="checkbox"/> Solid Brick <input type="checkbox"/> Cavity Wall <input type="checkbox"/> System-Built <input type="checkbox"/> Timber Frame <input type="checkbox"/> Cob  |                    |                 |  |                                       |                                |
| <b>Insulation</b> <small>Convention 3.03a</small> | <input type="checkbox"/> <b>As Built</b> <input type="checkbox"/> Filled Cavity <input type="checkbox"/> External Insulation <input type="checkbox"/> Internal Insulation   _____ mm <input type="checkbox"/> Unknown* <small>exceptional circumstances</small>   |                    |                 |  |                                       |                                |
| <b>Wall Thickness (mm)</b>                        |   | <b>Dry-lining?</b> | <b>Yes / No</b> |  | <b>U-value</b>                        | <small>Convention 3.08</small> |

|   |  |   |   |                    |                            |                                 |
|---|--|---|---|--------------------|----------------------------|---------------------------------|
| <b>Windows Area Type</b>  | <input type="checkbox"/> Much less than typical <input type="checkbox"/> Less than typical <input type="checkbox"/> Typical <input type="checkbox"/> More than typical <input type="checkbox"/> Much more than typical   |   |   |                    |                            |                                 |
| <b>Multiple Glazing (%)</b>   | <input type="checkbox"/> 0 <input type="checkbox"/> 5 <input type="checkbox"/> 10 <input type="checkbox"/> 15 <input type="checkbox"/> 20 <input type="checkbox"/> 25 <input type="checkbox"/> 30 <input type="checkbox"/> 35 <input type="checkbox"/> 40 <input type="checkbox"/> 45 <input type="checkbox"/> 50 <input type="checkbox"/> 55 <input type="checkbox"/> 60 <input type="checkbox"/> 65 <input type="checkbox"/> 70 <input type="checkbox"/> 75 <input type="checkbox"/> 80 <input type="checkbox"/> 85 <input type="checkbox"/> 90 <input type="checkbox"/> 95 <input type="checkbox"/> 100 |   |   |                    |                            |                                 |
| <b>Multiple Glazing Type</b> <small>*2002 EW / 2003 S / 2006 NI</small> | <input type="checkbox"/> Single glazing <input type="checkbox"/> Secondary glazing <input type="checkbox"/> Double glazing, unknown date <small>*Convention 3.12a</small><br><input type="checkbox"/> Double glazing, manufactured before 200X* <input type="checkbox"/> Double glazing, manufactured during and after 200X* <input type="checkbox"/> Triple glazing   |   |   |                    |                            |                                 |
| <b>uPVC Window Frames?</b>  | <b>Yes / No</b>  | <b>Glazing Gap</b>                            | <input type="checkbox"/> 6mm <input type="checkbox"/> 12mm <input type="checkbox"/> 16mm+ |                    |                            | <small>Convention 3.12b</small> |
| <small>Convention 3.10</small> <b>U-value</b>                           |  | <small>Convention 3.10</small> <b>g-value</b> |   | <b>Data Source</b> | <b>Manufacturer / BRFC</b> |                                 |

|                                    |  |                            |  |                |                                |
|------------------------------------|--|----------------------------|--|----------------|--------------------------------|
| <b>No. Doors in Heat Loss Wall</b> |  | <b>No. Insulated Doors</b> |  | <b>U-value</b> | <small>Convention 3.08</small> |
|------------------------------------|--|----------------------------|--|----------------|--------------------------------|

**Address**

|                                     |  |
|-------------------------------------|--|
| <b>Floor Type</b>                   | <input type="checkbox"/> Ground Floor <input type="checkbox"/> Same dwelling below <input type="checkbox"/> Another dwelling below<br><input type="checkbox"/> Above unheated space <input type="checkbox"/> External Air <input type="checkbox"/> Above partially/intermittently heated space |
| <b>Ground Floor Construction</b>    | <input type="checkbox"/> Solid <input type="checkbox"/> Suspended Timber <input type="checkbox"/> Suspended not Timber <input type="checkbox"/> Unknown  |
| <b>Ground Floor Insulation Type</b> | <input type="checkbox"/> <b>As Built</b> <input type="checkbox"/> Retro-Fitted <input type="checkbox"/> Unknown  |
| <b>Insulation Thickness</b>         | <input type="checkbox"/> 50mm <input type="checkbox"/> 100mm <input type="checkbox"/> 150mm <input type="checkbox"/> Unknown   |

**U-value** *Convention 3.08*

|   |   |   |   |
|---|---|---|---|
| <b>Roof Construction</b>                                      | <input type="checkbox"/> Pitched: Slates or Tiles <input type="checkbox"/> Pitched: Sloping Ceiling <input type="checkbox"/> Thatched <input type="checkbox"/> Flat<br><input type="checkbox"/> Another dwelling above <input type="checkbox"/> Same dwelling above   | <b>Loft Access?</b><br><small>No access only when no loft hatch present</small> | <b>Yes / No*</b><br><small>*see omissions</small> |
| <b>Insulation Type</b>  | <input type="checkbox"/> None <input type="checkbox"/> Joists <input type="checkbox"/> Rafters <input type="checkbox"/> Sloping Ceiling Insulation <input type="checkbox"/> Flat Roof Insulation <input type="checkbox"/> Unknown   |   |   |
| <b>Insulation Thickness</b><br><small>Convention 3.04</small> | <input type="checkbox"/> <b>As Built</b> <input type="checkbox"/> 12mm <input type="checkbox"/> 25mm <input type="checkbox"/> 50mm <input type="checkbox"/> 75mm <input type="checkbox"/> 100mm <input type="checkbox"/> 150mm <input type="checkbox"/> 200mm<br><input type="checkbox"/> 250mm <input type="checkbox"/> 270mm <input type="checkbox"/> 300mm <input type="checkbox"/> 350mm <input type="checkbox"/> 400mm+ <input type="checkbox"/> None <input type="checkbox"/> Unknown | <b>U-value</b>  | <small>Convention 3.08</small>                    |

|                                |  |
|--------------------------------|--|
| <b>Room-in-Roof Insulation</b> | <input type="checkbox"/> <b>As Built</b> <input type="checkbox"/> Flat Ceiling Only <input type="checkbox"/> All Elements: 50mm/100mm/150mm/unknown <input type="checkbox"/> Unknown <small>*exceptional circumstances</small>   |
| <b>Insulation Thickness</b>    | <input type="checkbox"/> As Built <input type="checkbox"/> 12mm <input type="checkbox"/> 25mm <input type="checkbox"/> 50mm <input type="checkbox"/> 75mm <input type="checkbox"/> 100mm <input type="checkbox"/> 150mm <input type="checkbox"/> 200mm <input type="checkbox"/> 250mm <input type="checkbox"/> 270mm <input type="checkbox"/> 300mm<br><input type="checkbox"/> 350mm <input type="checkbox"/> 400mm+ <input type="checkbox"/> None <input type="checkbox"/> Unknown |
| <b>Roof room connected?</b>    | <b>Yes / No</b> <small>Only where roof room is connected to or adjacent to another building part of same dwelling - i.e. another RiR or another storey</small>   |

**Edit Room?** **Yes / No**

|  |                         |   |                 |
|--|-------------------------|---|-----------------|
| <b>Non-separated Conservatory Area (m<sup>2</sup>)</b> | <b>Perimeter (m)</b>    | <b>Double Glazed?</b>   | <b>Yes / No</b> |
|  | <b>Height (Storeys)</b> | <input type="checkbox"/> 0.5 <input type="checkbox"/> 1.0 <input type="checkbox"/> 1.5 <input type="checkbox"/> 2.0 <input type="checkbox"/> 2.5 <input type="checkbox"/> 3.0 <input type="checkbox"/> 3.5 <input type="checkbox"/> 4.0 |                 |

|                                 |  |  |   |
|---------------------------------|--|--|---|
| <b>Main Heating System</b>      | <input type="checkbox"/> None <input type="checkbox"/> Local Boiler or Heat Source <input type="checkbox"/> Community Heating: Boilers / CHP / Heat Pump   |  |   |
| <b>Heating Fuel</b>             | <input type="checkbox"/> Gas <input type="checkbox"/> Electricity <input type="checkbox"/> Bulk LPG <input type="checkbox"/> Oil <input type="checkbox"/> House Coal <input type="checkbox"/> Smokeless Fuel <input type="checkbox"/> Anthracite Nuts <input type="checkbox"/> Anthracite Grains <input type="checkbox"/> Wood Logs<br><input type="checkbox"/> Wood Chips <input type="checkbox"/> Wood Pellets <input type="checkbox"/> Dual Fuel (Mineral/wood) <input type="checkbox"/> Bottled LPG <input type="checkbox"/> Biodiesel <input type="checkbox"/> Biogas <input type="checkbox"/> LPG under 'Special Condition 18' |  |   |
| <b>Heating Type</b>             |  | <b>Mains Gas Available?</b>                        | <b>Yes / No</b>   |
| <b>Heating Description</b>      |  |  |   |
| <b>Heating Brand Name</b>       | <b>Heating Model Name</b>  |  |   |
| <b>Heating Controls</b>         | <input type="checkbox"/> No Time/Thermostatic Control <input type="checkbox"/> Prog Only <input type="checkbox"/> Roomstat Only <input type="checkbox"/> Prog & Roomstat <input type="checkbox"/> Prog & Multiple Roomstats <input type="checkbox"/> TRVs & Bypass<br><input type="checkbox"/> Prog, Roomstat & TRVs <input type="checkbox"/> Prog, TRVs & Bypass <input type="checkbox"/> Prog, TRVs & BEM <input type="checkbox"/> TTZC <input type="checkbox"/> Appliance Thermostats   |  |   |
| <b>Draught Flue Type</b>        | <input type="checkbox"/> Open <input type="checkbox"/> Room-sealed <input type="checkbox"/> N/A  | <b>Fan Assisted Exhaust Flue?</b>                  | <b>Yes / No</b>   |
| <b>Heat Emitter Type</b>        | <input type="checkbox"/> Radiators <input type="checkbox"/> Underfloor <input type="checkbox"/> N/A  | <b>Electricity Meter</b> <small>Conv. 9.13</small> | <input type="checkbox"/> Single <input type="checkbox"/> Dual <input type="checkbox"/> Unknown <small>*see omissions</small>    |
| <b>Separate Boiler Pump Age</b> | <input type="checkbox"/> Pre-2012 <input type="checkbox"/> 2013 or later <input type="checkbox"/> Unknown <small>*Within Boiler</small>  | <b>Flow Temp. of Emitter</b>                       | <input type="checkbox"/> <35°C <input type="checkbox"/> 36-45°C <input type="checkbox"/> >45°C <input type="checkbox"/> Unknown |
| <b>Compensating Controller</b>  |  | <b>MSC Installed Heat Pump</b>                     | <b>Yes* / No</b> <small>*MSC Certificate required</small>   |

|                                       |   |                                 |
|---------------------------------------|---|---------------------------------|
| <b>Secondary Heating Heating Fuel</b> | <input type="checkbox"/> Gas <input type="checkbox"/> Electricity <input type="checkbox"/> Bulk LPG <input type="checkbox"/> Oil <input type="checkbox"/> House Coal <input type="checkbox"/> Smokeless Fuel <input type="checkbox"/> Anthracite Nuts* <input type="checkbox"/> Anthracite Grains* <input type="checkbox"/> Wood Logs*<br><input type="checkbox"/> Wood Chips <input type="checkbox"/> Wood Pellets <input type="checkbox"/> Dual Fuel (Mineral/wood)* <input type="checkbox"/> Bottled LPG <input type="checkbox"/> LPG under 'Special Condition 18' | <small>*Convention 5.03</small> |
| <b>Heating Type</b>                   |   | <small>Convention 5.01</small>  |

|  |   |   |   |
|--|---|---|---|
| <b>Water Heating System</b>                                  |   |   |   |
| <b>Cylinder Volume</b>                                       | <input type="checkbox"/> No Cylinder <input type="checkbox"/> Normal (<130L) <input type="checkbox"/> Medium (131-170L) <input type="checkbox"/> Large (170L+) <input type="checkbox"/> No Access <small>*see omissions</small> |   |   |
| <b>Insulation Type</b>                                       | <input type="checkbox"/> None <input type="checkbox"/> Foam <input type="checkbox"/> Jacket <input type="checkbox"/> No Access <small>*see omissions</small>  | <b>Thickness (mm)</b>                         | <input type="checkbox"/> None <input type="checkbox"/> 12 <input type="checkbox"/> 25 <input type="checkbox"/> 38 <input type="checkbox"/> 50 <input type="checkbox"/> 80 <input type="checkbox"/> 120 <input type="checkbox"/> 160 |
| <b>Cylinderstat?</b>   | <b>Yes* / No</b> <small>*Assumed for immersions/Megafluo-type</small>   | <b>Solar Water Heating?</b>                   | <b>Yes* / No</b> <small>*Detail on separate sheet</small>   |
| <b>FGHRS present?</b>  | <b>Yes* / No</b> <small>*Detail on separate sheet</small>   | <b>WWHRS present?</b>                         | <b>Yes* / No</b> <small>*Detail on separate sheet</small>   |
| <b>No. rooms with bath and/or shower (mixer or electric)</b> | <b>No. rooms with mixer shower only</b>   | <b>No. rooms with mixer shower &amp; bath</b> |   |

|  |                         |                         |                         |   |                                      |
|--|-------------------------|-------------------------|-------------------------|---|--------------------------------------|
| <b>Solar PV</b> <small>Convention 9.05</small> | <b>Panel 1</b>          | <b>Panel 2</b>          | <b>Panel 3</b>          | <b>An MCS Certificate is required to confirm PV panel power output</b><br><small>Include Addendum 8</small> | <b>Wind Turbine</b>                  |
| <b>Power Output (kWh)</b>                      |                         |                         |                         |   | <b>Number of Units</b>               |
| <b>Pitch</b>                                   | H / 30° / 45° / 60° / V | H / 30° / 45° / 60° / V | H / 30° / 45° / 60° / V |   | <b>Diameter (5m max.)</b>            |
| <b>Orientation</b>                             |                         |                         |                         |   | <b>Height above ridge (12m max.)</b> |
| <b>Overshadowing</b>                           |                         |                         |                         |   |                                      |

|  |  |                                  |   |  |
|--|--|----------------------------------|---|--|
| <b>Evidence Checklist</b>  |  |                                  |   | <b>Appendix Q Used</b>   |
| Front elevation  |  | Conservatory (separated, heated) | Water Heating System                      | <b>YES / NO</b><br><small>If using Appendix Q, you must follow the guidance of RdSAP Conventions Appendix 5.</small> |
| Rear elevation   |  | Roof construction                | HWC (Access, size, insulation)            |  |
| Side elevation (if applicable)   |  | Loft insulation (in context)     | Low-Energy Lighting                       |  |
| Wall thickness (in context)  |  | Primary Heating System           | Electricity Meter                         |  |
| Wall insulation  |  | Heating Controls                 | Gas Meter                                 |  |
| Openings (windows, open chimneys)  |  | Heating Fuels (main/secondary)   | Certificates (MCS/FENSA/Building Control) |  |
| Glazing age/gap  |  | Secondary Heating System         | Flat/Maisonette Corridors                 |  |
| <small>DEAs should aim to have evidence for all data inputs, access issues or features which could lead to changes in the SAP score, EPC description or EPC recommendations.</small> |  |                                  |   |  |



Address

# Dwelling Floorplan

