

(Office purposes only)



PROJECT DETAILS

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EXTENSIONS

TRADE OFF CALCULATIONS

Below is a list of all the information we require before we can commence the SAP Calculation.

Please use this as a checklist and ensure all the 'tick when complete' boxes are ticked before sending your information.

						Tick when complete	
1) COMPLETE SET OF DRAWINGS (EXISTING)				Floor plans		<input type="checkbox"/>	
Are these drawings enclosed?	<input type="checkbox"/> Yes	<input type="checkbox"/> No		Elevations		<input type="checkbox"/>	
or being forwarded by email to hall@saptest.co.uk	<input type="checkbox"/> Yes	<input type="checkbox"/> No		Cross-sections		<input type="checkbox"/>	
				Site plan (if available)		<input type="checkbox"/>	
2) COMPLETE SET OF DRAWINGS (PROPOSED)				Floor plans		<input type="checkbox"/>	
Are these drawings enclosed?				Elevations		<input type="checkbox"/>	
or being forwarded by email to hall@saptest.co.uk				Cross-sections		<input type="checkbox"/>	
				Site plan (if available)		<input type="checkbox"/>	
3) BUILDING REGULATION NOTES OR CONSTRUCTION SCHEDULE (Proposed)						<input type="checkbox"/>	
4) ORIENTATION							
Is there an orientation or north point marked on the drawings? If not then which direction does the front of the dwelling face							
.....							
5) EXISTING HOUSE HEATING INFORMATION							
Boiler:	<input type="checkbox"/> Mains gas	<input type="checkbox"/> Oil	<input type="checkbox"/> LPG	<input type="checkbox"/> Electric	<input type="checkbox"/> No boiler		
Make and Model						
Controls						
Renewable Energy:	<input type="checkbox"/> Solar Panels	<input type="checkbox"/> Ground Source Heat Pump					
	<input type="checkbox"/> Air Source Heat Pump	Other					
Make and Model						
Controls						

Other: Gas fire Wood stove Dual Fuel Underfloor heating
 Electric Storage Radiators Aga Other

Are you planning on replacing the boiler?

If so please detail

Are you planning on installing any further secondary heating?

If so please detail

Are you planning on installing underfloor heating to the proposed extension? Yes No

6) EXISTING HOUSE AGE AND INSULATION INFORMATION (as the house is now)

Age of the existing house.....

Existing insulation to the roof space.....

(if unknown say unknown and a default can be used from house age)

Existing insulation to the ground floor.....

(if unknown say unknown and a default can be used from house age)

Existing insulation to the external wall

(if unknown say unknown and a default can be used from house age)

7) EXISTING HOUSE GLAZING INFORMATION

Existing glazing(example – is single timber glazing or double PVC etc)

Existing doors(example – front door part glazed PVC or solid wood back door, etc)

8) ANY OTHER INFORMATION YOU THINK WE MAY NEED

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9) PAYMENT

Please refer to the 'Fees' section on the website, phone or email for details of the price if unsure

CHEQUE ENCLOSED

Please make cheques payable to **HALL ENERGY CONSULTING LIMITED**

A receipted invoice will be forwarded for your records

OR

BACS PAYMENT

Upon receipt of this form an invoice will be sent to you with our bank details

10) YOUR CONTACT DETAILS:

Name:

Address:

.....

..... Postcode:

Landline: Mobile:.....

Email: