



Commercial Energy Performance Certificate

Questionnaire

To assist us in providing the most accurate energy assessment of the building please can you provide the following information.

1. The Building

Address	
Post code	
Age of the building	
Type of building Industrial Office Retail Hotel/restaurant Other	
Number of floors	
Gross area	
Services connected Gas Electricity	
Listed or conservation area	
Are there any renewable energy systems installed?	

2. Access arrangements

Agent/landlord – name and address	
Telephone number	
Email address	
Alarm details	
Occupied/empty	
Are all areas accessible?	

3. Building information

Are there accurate floor plans?	
Is there any information on the services installed?	
Have any test been carried out on the services recently?	
Has the building been extended or refurbished recently?	

4. Services

Type of heating	
Boiler location	
Air conditioning plant	
Details of the ventilation system	
Is there access to operation manuals?	

5. Health and safety matters

Are there any specific hazards and risks you are aware of on the site.	
Please provide the health and safety risk assessments for the building.	

6. Any other information available.