

# Display Energy Certificate (DEC) Tick List

Please can you answer the following questions and send us the data as requested below for **each** building  $\geq 250m^2$ .

<b>Site/Building Name:</b>			
<b>Site Address:</b>		<b>Post Code:</b>	

<b>What is the Gross Internal Area (Total Usable Floor Area) of the building (m<sup>2</sup>):</b>	
---	--

<b>Please tick <u>ONE</u> of the following that matches the internal environment of the building</b>	
Air Conditioning Alone:	
Heating & Natural Ventilation:	
Heating & Mechanical Ventilation:	
Air Conditioning & Heating With Natural Ventilation:	
Air Conditioning & Heating With Mechanical Ventilation:	

<b>Please tick <u>ANY</u> of the following that match the building's Heating/Ventilation/Air Conditioning Systems</b>	
Radiators:	
Under Floor Heating:	
Convectors:	
Localised System:	
Partially Centralised System:	
Centralised System:	
Other - Please identify [ ]:	

<b>Please tick <u>ANY</u> of the following fuel types used in the building</b>	
Electricity:	
Natural Gas:	
Fuel Oil:	
Other - Please identify [ ]:	

**Remember to send copies of the last 12-months utility bills for each of the ticked fuels**

<b>Does the building contain any of the following individually <u>metered</u> separable energy usages:</b>	
<i>Regional server room, Trading floor, Bakery oven, Sports flood lighting, Furnace, Heat treatment or forming process, Blast chilling or freezing. If Yes – Complete the attached boxes; If No – Move on to the next section</i>	
What is floor area of the separable metered usage (m <sup>2</sup> ):	
If applicable, what was the last 12-months Electricity usage (kWh):	
If applicable, what was the last 12-months Natural Gas usage (kWh):	
If applicable, what was the last 12-months Oil usage (Litres):	
<b>Remember to provide a Metered Usage Report signed off by the Occupier</b>	

<b>Does the building have any On Site Renewables or Low/Zero Carbon Technologies (e.g. CHP, Solar Power)</b>	
Type - Please identify [ ]:	
Please advise the last 12-months Electricity generation (kWh):	
Please advise the last 12-months Heat supplied (kWh):	
Please advise the last 12-months Cooling supplied (kWh):	

<b>Please provide a brief description of the building</b>	
Building Type (e.g. Brick exterior with steel frame):	
Date of Construction:	



Low  
Carbon  
Consultant



Low  
Carbon Energy  
Assessor