

Question	Response
What is the exact property address including postcode?	
How long have you owned or occupied the property?	
What is the building used for? How would you best describe the main activities?	
Do you know the age of the property and the age of any subsequent extensions / alternations?	
What services are present in the property? For example mains gas, main electricity, mains water, LPG, oil, solid fuel, solar water heating, photovoltaic panels, wind turbines, etc.	
Where are the electric and gas meters and other equipment for the services? For example the consumer unit, main stop valves, fuel storage etc.	
Has the property or its services been altered in any way while you have owned or been in occupation of the building? If yes please describe and give approximate dates Did these have planning / building approval?	
What is the approximate size of the building?	
Is the property Listed or located in a Conservation Area?	
Do you have any relevant documentation? eg planning / building approvals, drawings, specifications, maintenance information, fire management plans, guarantees etc	
Health and safety. Are there any particular safety risks that the inspector should know about? eg contractors on site, moving	

vehicles, production process, trip/slip hazards, unsafe structures, guard dogs, other animals etc	
Is there a register for hazardous substances if present at the property? eg chemicals present or asbestos containing materials.	
Will the inspector need any personal protection equipment? eg ear defenders, high visibility clothing etc	
Is the property fully accessible? If not which parts are not available and why.	
Is it possible to take photographs in all areas?	
Is it possible to provide details of the best point of contact in the property? eg building facility manager, maintenance person, janitor	
Is there any comfort cooling or air conditioning in the property? If yes Where is it? Do you know the power rating? Which parts of the property does it operate in?	
What type(s) of heating does the property have? Where is it located? Size? Are any parts of the property unheated?	
How is the hot water heated?	
Other information you believe may be useful and assist us in the production of the EPC	
Person providing information	
Company	
I have provided the above information to the best of my knowledge	
Signed..... Date	