

# Display Energy Certificate (DEC) Tick List

Please can you answer the following questions and send us the data as requested below for **each** building  $\geq 1,000\text{m}^2$ .

|  |  |                   |
|--|--|-------------------|
| <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 [ ]:   |  |                   |
| <b>Remember to send copies of the last 12-months utility bills for each of the ticked fuels</b>  |  |                   |
| <b>Does the building contain any of the following individually <u>metered</u> separable energy usages:</b><br>Regional server room, Trading floor, Bakery oven, Sports flood lighting, Furnace, Heat treatment or forming process, Blast chilling or freezing. |  |                   |
| <b>If Yes – Complete the attached boxes; If No – Move on to the next section</b>   |  |                   |
| 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:  |  |                   |