



Private Rented Home Green Deal Project

Assessment Cashback Application Form

To coincide with the Green Deal Launch, UK Landlord Accreditation Partnership (UKLAP) are offering £50 assessment cashback per property for landlords in London and the South East region who undertake Green Deal assessments in rented properties over the next few weeks (the scheme will end at the latest on 27 March).

The scheme is open to any landlord of a rented property in Greater London, Essex, Kent, Hertfordshire, Buckinghamshire, Berkshire, West Sussex, East Sussex, Surrey, Hampshire and Isle of Wight.

For landlords who undertake UKLAP Green Deal training, to run in February, £75 assessment cashback is available.

London Borough of Camden is the facilitator of the UK Landlord Accreditation Partnership and is receiving support from the DECC Local Authority Green Deal Pioneer Places Fund for this project.

To apply for the funding complete the form below, following instructions on page 2 to submit it to UKLAP.

Landlord Details

Landlord's Name	
Company Name (if property/ies owned by a company)	
Landlord's/Company's address	
Postal Address [if different from above] where your cash-back cheque will be sent.	
Landlord's Telephone	
Landlord's Email	

Rental Property Address [If more than one property, please add other property addresses in the space provided at the end of the application form]	
Currently occupied?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Local authority area (if known)	
Please provide a copy (photocopy or scanned) of one of the following to verify that the property is for rental: <ul style="list-style-type: none"> • Gas safety certificate (current) • Electrical safety certificate (current) • Landlord’s Insurance Certificate (current) • First page of Tenancy Agreement (current) Ensure that this document clearly shows the rental property address.	

Training

If you have undertaken UKLAP Green Deal Training - please complete the following information

Date of training	
Location of Training	

EPC Number / Report Reference Number [office use only]	
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Submitting your Application and claiming your Cashback

Submitting your application

Any landlord planning or undertaking a Green Deal assessment in the qualifying area (see above) before the 22 March 2013 is welcome to submit an application for the cash back scheme.

Please return your application to LLAS.GreenDeal@camden.gov.uk or Green Deal Project, London Borough of Camden, Bidborough House, 38-50 Bidborough Street, London WC1H 9DB.

Processing your application

Once your application has been received, we will advise if your application has been successful within 5 working days. This will depend on:

- Level of demand for the funding – which we are allocating on a first-come-first-served basis
- Number of properties you are putting forward for assessment cashback

Once your application has been approved, you should have your Green Deal Assessment carried out by an accredited Green Deal Assessor (<http://www.greendealorb.co.uk/assessors/assessor-search>). This should be completed within three weeks (15 working days) of your application being approved or by 22 March 2013 – whichever is the sooner.

Claiming your cashback

Once the assessment has been completed, simply email the Report Reference Number from the Energy Performance Certificate that forms part of your Green Deal Report to LLAS.GreenDeal@camden.gov.uk and we will then process your cash-back payment. This must be received by the 22nd March 2013.

Data protection

The London Borough of Camden is collecting your details for the purpose of providing you with funding for carrying out a Green Deal Assessment. We will retain your details in order to monitor the effectiveness of this funding programme and to inform the Department of Energy and Climate Change (the funder of this project) of how monies have been allocated.

Important: The London Borough of Camden may send you further relevant information and advice relating to good management of rental properties, Green Deal and energy efficiency. If you do not wish to receive this material please tick this box.

Additional Properties

Information regarding other properties submitted for assessment cashback:

Property 1 address:	
Property 2 address:	
Property 3 address:	
Property 4 address:	
Property 5 address:	
Property 6 address:	