

[Print on Tenanted Property Address]

<<Landlord's Name>>

<<Address>>

<<Address>>

<<Post Code>>

<<Date>>

Dear << >>,

Property: <<address of property>>

Tenancy agreement dated <<date>>

Energy Efficiency (Private Rented Properties) Regulations 2015

Request for consent to make energy improvements to the Property

[Further to our recent discussions] I/we would like to make certain energy efficiency improvements to the Property as a formal request for consent under the 2015 Regulations.

The proposed improvements are described in the attached description and refer to attached quotations, plans or reports if relevant.

[I/we enclose a copy of the recommendation report/surveyor's report in which the proposed improvements are recommended.]

[I/we have obtained funding for the proposed improvements in the form of a Green Deal Finance Plan or other funding is enclosed.]<sup>2</sup>

[The whole/part of the proposed improvements are provided free of charge under an Energy Company Obligation. Evidence is enclosed.]

[The funding referred to above covers the proposed improvements.] **OR** [The funding referred to above covers part of the proposed improvements will be funded through a Green Deal Finance Plan.]

[The whole of the proposed improvements are funded through a Green Deal Finance Plan.]

[I/we enclose a quotation for the proposed improvements. The quotation is from a green deal installer or another relevant installer standards.]<sup>3</sup>

[The proposed installer is <<insert name of installer>>].<sup>4</sup>

[In relation to the Green Deal Finance Plan, the proposed improvements are to be funded wholly or partly through a Green Deal Finance Plan]

<sup>1</sup> If an energy efficiency improvement for which a copy of the report must be provided.

<sup>2</sup> Amend or delete this paragraph and the following paragraph.

<sup>3</sup> Include this paragraph if the proposed improvements are to be funded wholly or partly through a Green Deal Finance Plan.

<sup>4</sup> Include this paragraph and the next paragraph if the proposed improvements are to be funded wholly or partly through a Green Deal Finance Plan.

(a) to consent in writing to:

- (i) the amount of the payment made under the plan;
- (ii) the intervals at which the payments are made;
- (iii) the period for which they are made;

(b) to acknowledge that if the plan is approved, you will become the bill payer:

- (i) you must pay instalments at the same time as you are the bill payer, and
- (ii) the other terms of the plan will bind you.]

[I/we confirm that I/we will undertake the good works at the Property after the proposed improvements have been approved. If any good works will be carried out at my/our expense.]<sup>5</sup>

Please confirm receipt of this letter and return if any further information is required.

I/we would remind you of your obligation under Regulation 10 of the 2015 Regulations not to unreasonably to refuse consent to the proposed energy efficiency improvement.

Yours sincerely,

<<Insert tenant's name>>

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<sup>5</sup> Include if relevant.