

£400 Carbon Reduction Grant Guidance Notes

Note: If you are intending to submit an offer claim ensure that Phoenix Energy receives all the relevant documentation within 63 days of the meter install date. This deadline will not be extended and claims/documentation received later than 63 days after the meter has been installed or where a submitted claim remains incomplete after 63 days have lapsed, will not be processed under any circumstances.

If you wish to confirm delivery of your claim documentation to Phoenix Energy you are advised to use recorded delivery. We do not accept late claims that are 'lost in the post' without proof of postage and receipt by us.

In all cases you are advised to read the terms and conditions of the offer to ensure that you are eligible and are aware of the supporting documentation you must provide within 63 days of the meter install date.



Customer Claim Form

Carbon Reduction Grant



Customer Claim Form Details

Important: No cashback will be authorised unless all details on this form are completed, and a copy of the Phoenix registered installer's receipted invoice is provided. To qualify, this claim must be submitted and received by Phoenix Energy within 63 days of the first meter install of the property.

Cashback Amount

Income Eligibility Authorisation Code

Please remember to attach your Income Eligibility letter from Action Renewables

Installer Details

Installer Name:

Gas Safe Registration Number

Claimant Details

Title:

(e.g Mr/Mrs/Ms)

First Name:

Surname:

Connection Address:

Postcode:

Home Tel:

Mobile:

Email:

Declaration

Sign below to confirm that you have read and accept the terms and conditions of this offer and the heating system has been installed according to the guidelines provided. Please state the exact details to whom the cheque is to be made payable to:

Customer's Signature

Date

Print Name

Installer's Signature

Date

Installer's Name

This form must be signed by the claimant and installer
If further information is required please contact us on 03454 55 55 55*

Office Use

SMP Number

Date

Carbon Reduction Grant

Terms And Conditions

1. The Carbon Reduction Grant is open only to domestic property owner occupiers (not tenants or landlords) that have never been connected or are not in the process of being connected to the Phoenix Energy network. The registered property will have an existing central heating system fuelled by oil or solid fuel.
2. The property owner must install an 'A rated' natural gas condensing boiler, manufactured by Alpha, Baxi, Glow-worm, Ideal, Vaillant or Worcester Bosch, and full controls upgrade, where appropriate.
3. In these Conditions the 'Offer' means the £400 Carbon Reduction Grant whereby the property owner will receive £400 providing the requirements specified in these terms and conditions are fully met. The grant will be paid against the gross price of the natural gas central heating system by Phoenix Energy ('Phoenix').
4. To qualify for the Offer claimants must first request their connection to the Phoenix network after 1st April 2024 and before 30th November 2024. The claimant must also be the same signatory as on the Gas Connection Agreement.
5. Total Household annual income, to include annual salary, any benefits and any other sources of income, must be declared and must not exceed £65,000 per annum.
6. Applicants must request a Carbon Reduction Grant Income Eligibility form from Action Renewables before the physical installation of their gas meter by Phoenix Energy. An Income Eligibility Application form can be obtained by contacting Action Renewables on 028 9590 1180 or by emailing grants@actionrenewables.co.uk
7. Verbal or written connection requests to Phoenix submitted before 1st April 2024 will invalidate this offer even if the physical connection appointment has been subsequently cancelled or re-arranged by Phoenix or the property owner.
8. The property connection must be completed within 28 days of the first request date.
9. To obtain the £400 Carbon Reduction Grant;
 - (a) The installer must invoice the customer for the full (gross) cost of the heating installation.
 - (b) The applicant must have received an Income Authorisation letter containing a unique Carbon Reduction Grant Income Eligibility Authorisation Code from Action Renewables. Income Authorisation codes will only be issued by Action Renewables after verification of household income has been completed and a Customer Declaration has been signed by the applicant.
- (c) The property owner must complete the Carbon Reduction Grant Claim Form, which can be downloaded from our website at <https://phoenixenergy.com/get-connected/current-offers>, attach their receipted installer invoice marked 'Paid in Full' and attach their Income Authorisation Certificate containing a valid "income authorisation code", provided by Acton Renewables

The documents must be sent to info@phoenixenergy.com or by post to Phoenix Energy Customer Services, 197 Airport Road West, Belfast BT3 9ED, for consideration
- (d) The claim documentation must be received by Phoenix within 63 days of the actual meter install date. Claims received later than 63 days after the meter installation or where the documentation remains incomplete after 63 days will not be processed. In the unlikely event that we need to amend or replace the Terms and Conditions of this offer an amended or replacement version of Terms and Conditions will be posted on the Phoenix website <https://phoenixenergy.com/get-connected/current-offers> page for the duration of the original incentive period. This should be referenced prior to progressing with the connection request.
10. This offer can be used with the 'Free connection to a Natural Gas Meter Offer'. The offer cannot be used in conjunction with any other Phoenix offer, Northern Ireland Sustainable Energy Programme (NISEP) central heating grants or Affordable Warmth grant scheme.
11. Property owners will only be able claim the £400 Carbon Reduction Grant if they employ a Gas Safe registered company who are also registered with Phoenix to offer this incentive to undertake the full installation of the heating system including the provision of all relevant materials. A full list of Gas Safe registered installers can be found at www.phoenixenergy.com/get-connected/find-an-installer.
12. Phoenix will not accept liability for any equipment installed or quality of work performed by any installer. Any agreement made, even with regards the acceptance of this Offer is between the property owner and their installer, including any financial transactions.
13. Phoenix Energy accepts no responsibility for any claims that are lost, damaged, delayed or mislaid howsoever caused.

Contacting Phoenix

If you require further information on any Phoenix incentive please telephone **03454 55 55 55**. Our office hours are Monday to Thursday 08:30 to 19:00 and Fridays 08:30 to 16:30. Alternatively visit our website phoenixenergy.com