



Quick EPC Obligations:

During the term stated below, Quick EPC (we) will undertake to carry out the following:

1. When instructed by you; we will carry out an energy assessment for each property you have requested. On completion we will supply an energy performance certificate (EPC) for these properties.
2. Each and every EPC will be produced as quickly as feasibly possible; this is typically completed within 24 hours after the assessment has been completed.
3. Supply you with a unique username and password, giving you access to our online portal (EPiC) allowing you to view and update your EPC orders and instructions.
4. Provide access details to download electronic copies for each completed EPC, this will be sent via email and through the EPiC portal.
5. All assessments will be carried out by a fully qualified and accredited domestic energy assessor (DEA). Also each DEA will perform their role in a professional manor and will complete their work in accordance with the Code of Conduct of their accrediting body.
6. You have the option to quote the price you are wishing to pay for the service; we will in turn use reasonable endeavours to supply a DEA at the rate you have specified. However we cannot guarantee to supply a DEA. If there is no one to cover the area you have specified; or should you quote a price considered too low for the service, we will contact you to inform you of the situation.
7. Maintain Professional Indemnity Insurance to indemnify you against liability arising from action brought by professional and commercial bodies such as Trading Standards in respect of an EPC produced by us for you.
8. Provide you with a period of not less than one month's written notice, provided you have complied with what you have agreed to in this Agreement, should we wish to terminate this Agreement at any time.
9. We will store and administer all personal and confidential information in accordance with our privacy policy and the Data Protections Act.

Your Obligations:

During the term of this agreement you will undertake to:

10. Uses the EPiC portal to supply instructions to us for EPC's you require completing.
11. Not to vary the terms and prices that Quick EPC supply to you. Any variations including pricing and commissions will be notified to you in writing in advance.
12. Supply accurate and sufficient information to enable us to supply you or your seller with the services requested. Including but not limited to home owners' details, property details, and any additional that may be required.

13. Ensure that only responsible personnel operate the EPiC online portal. For the avoidance of doubt we use the term “responsible” within the meaning the meaning laid out in the HIPs legislation.

14. To comply with our terms of business as stated in the pricing schedule and assist in setting up any financial arrangements, if required.

Provide us with a period of not less than one month’s written notice, provided we have complied with what we have agreed to in this Agreement, should you wish to terminate this Agreement at any time.

Terms of Business

15. All payments are due no later than 28 days after the date of invoice. Any late payments may be liable to a £25.00 late payment charge, and may be subject to interest charge of 4% over HSBC bank interest rate per annum.

This contract is enforceable in accordance with the laws of England and Wales

Signed _____

Date _____

On behalf of _____ (Company name)