

# SAP Form

Please send us the following information:

- 1) This completed SAP Form
- 2) A full set of scale plans (inc floor plans, elevations, sections and site plan showing North)
- 3) Manufacturers details if possible

**Site address:**

\_\_\_\_\_

Post code: \_\_\_\_\_

Contact name: \_\_\_\_\_

**Contact address:**

\_\_\_\_\_

Post code: \_\_\_\_\_

Tel (land & mobile): \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

**1. Was Building Regulations applied for before April 2006?** Yes/No

**2. Floor construction (if not shown on plans):**

Please describe or sketch the structure of the floor, including the type and thickness of insulation:

**3. Main wall structure (if not shown on plans):**

Please describe or sketch the main wall construction, including details of brickwork, size of cavity, insulation (type & thickness) and plasterboard:

**4. Secondary wall (if not shown on plans):**

This includes stud walls, wall between garage and dwelling, dormer wall construction. Please describe or sketch the structure of the wall, including details of brickwork, size of cavity, insulation (type & thickness) and plasterboard:

**5. Roof construction (if not shown on plans):**

Please describe or sketch the structure of the roof, together with type & depth of insulation:

**6. Accredited Construction**

This reduces thermal bridging and has a big effect on SAP results; contact us if you require further info.

- |   |        |
|---|--------|
| Will Accredited Construction Details be used?<br>(further info. can be found at <a href="http://www.planningportal.gov.uk">www.planningportal.gov.uk</a> )                | Yes/No |
| Will Enhanced Accredited Construction Details be used?<br>(further info. can be found at <a href="http://www.energysavingtrust.org.uk">www.energysavingtrust.org.uk</a> ) | Yes/No |

**7. Glazing:** Please tick all applicable boxes:  
 (If available please include a window & door size schedule)

Air gap:

6mm	<input type="checkbox"/>
12mm	<input type="checkbox"/>
16mm	<input type="checkbox"/>
20mm	<input type="checkbox"/>
24mm	<input type="checkbox"/>

Glass:

Double	<input type="checkbox"/>
Triple	<input type="checkbox"/>
Argon filled	<input type="checkbox"/>
Low E 'soft coat'	<input type="checkbox"/>
Low E 'hard coat'	<input type="checkbox"/>

Frame Material:

Upvc	<input type="checkbox"/>
Timber	<input type="checkbox"/>
Metal	<input type="checkbox"/>

U Value if known:  W/m<sup>2</sup>k

**8. External doors:** Please tick applicable boxes:

Timber or Upvc? \_\_\_\_\_

Front:	solid	<input type="checkbox"/>	half glazed	<input type="checkbox"/>	fully glazed	<input type="checkbox"/>
Rear:	solid	<input type="checkbox"/>	half glazed	<input type="checkbox"/>	fully glazed	<input type="checkbox"/>
Side:	solid	<input type="checkbox"/>	half glazed	<input type="checkbox"/>	fully glazed	<input type="checkbox"/>
Other:	solid	<input type="checkbox"/>	half glazed	<input type="checkbox"/>	fully glazed	<input type="checkbox"/>

**9. Ventilation:**

Total number of extraction fans: \_\_\_\_\_

Whole house mechanical ventilation system? Yes/No

Heat recovery system? Yes/No Make & Model: \_\_\_\_\_

**10. Main heating system:**

Fuel: \_\_\_\_\_ Make: \_\_\_\_\_ Model: \_\_\_\_\_

Is the pump within the heated space? Yes/No

Combi boiler? Yes/No

Geo-thermal heat pump? Yes/No Make & Model: \_\_\_\_\_

Under Floor Heating (UFH)? Yes/No

Is UFH in shallow screed or under a floating timber floor? \_\_\_\_\_

Fixed Air Conditioning? Yes/No

**11. Heating controls:** Please tick all the boxes that are applicable:

Programmer:	<input type="checkbox"/>	Zone control:	<input type="checkbox"/>
Room stat:	<input type="checkbox"/>	Load or weather compensated:	<input type="checkbox"/>
TRV's	<input type="checkbox"/>	Interlock:	<input type="checkbox"/>

**12. Secondary heating:**

Type: \_\_\_\_\_ Fuel: \_\_\_\_\_

Open Fireplace? Yes/No If Yes, will this have a log burner installed? Yes/No

**13. Electric tariff:**

Standard:  economy 7:  10 hour tariff:  24 hour tariff:

**14. Hot water:**

Is hot water provided by the central heating boiler: Yes/No

**15. Cylinder:**

Cylinder in heated space? (ie not in garage) Yes/No  
 Capacity: \_\_\_\_\_(litres) Insulation thickness: \_\_\_\_\_(mm)  
 Insulation type? Foam/Jacket Cylinder Stat? Yes/No  
 Immersion heater? Yes/No Independent Time Control? Yes/No

**16. Lighting:**

Total number of internal light fittings: \_\_\_\_\_  
 Number of energy efficient internal light fittings: \_\_\_\_\_  
 Are there any external light fittings? Yes/No

**17. Low or Zero Carbon Technologies:**

*Solar Thermal Panels:* Flat plate or Evacuated tube? \_\_\_\_\_  
 Area (net aperture): \_\_\_\_\_m<sup>2</sup>  
 Pitch \_\_\_\_\_(degrees) Orientation: \_\_\_\_\_(N/S/E or W)  
 Is solar heated hot water stored in main cylinder or separately stored? \_\_\_\_\_  
 Please enclose manufacturers details if possible

*Photovoltaic Solar Panels:* PV cells kW Peak \_\_\_\_\_(0.00 – 40.00)  
 Pitch \_\_\_\_\_(degrees) Orientation: \_\_\_\_\_(N/S/E or W)  
 Please enclose manufacturers details if possible

*Micro Wind Turbines*  
 Location: Rural/Suburban/Urban? kWh/year? \_\_\_\_\_  
 Please enclose manufacturers details if possible

Any other Low or Zero Carbon Technologies? If yes please give details separately

**18. Air Leakage Test:**

**(We can carry out the pressure test for you, call us for a quote)**

Predicted air leakage rate: \_\_\_\_\_ (If unsure we will use the default rate of 10m<sup>3</sup>/h.m<sup>2</sup>@50Pa)

**19. Code for Sustainable Homes:**  
(We can carry out the formal Code assessment for you, call us for a quote)

If you are having your development assessed under the Code for Sustainable Homes please indicate which level you are aiming for: Level (1-6):

We normally send SAP calculations via email.  
If you would prefer a printed copy please tick here:

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

If you have any queries at all about this form please do not hesitate to contact us on **01636 653055** or email us on **info@midlandenergyservices.co.uk**

Midland Energy Services Ltd., Newark Beacon, Beacon Hill Office Park, Cafferata Way,  
Newark, Notts NG24 2TN Fax: 01636 653010

**Southern Energy Services & Northern Energy Services**  
are part of the **Midland Energy Services** group