



Client number: _____

VEEC Residential Assignment Form: Water Heating Activities

Version 6, Apr 2013

Consumers in respect of whom a prescribed activity is undertaken can create Victorian Energy Efficiency Certificates (VEECs) under the Victorian Energy Efficiency Target Act 2007. One VEEC represents one tonne of carbon dioxide equivalent (CO₂-e) to be reduced by the prescribed activity undertaken by the consumer. Consumers are able to assign their right to create VEECs to an accredited person. In assigning their right to an accredited person, the accredited person will be entitled to create and own the certificates in respect of the prescribed activity undertaken by the consumer. In return, the accredited person should provide consumers with an identifiable benefit for the assignment, such as a price reduction on a product, free installation or a cash-back arrangement. Consumers should be aware that it is their responsibility to negotiate satisfactory terms with the accredited person in return for assigning their right to create VEECs. For more information visit www.greenenergytrading.com.au or the Essential Service Commission (ESC) website www.esc.vic.gov.au.

All fields are mandatory

Consumer/ System owner details			
First name:	_____	Surname:	_____
Installation address:	_____ <i>must be residential</i>		
Suburb:	_____	State:	VIC _____
Postcode:	_____		
Postal address:	_____ <i>if different from above</i>		
<input type="checkbox"/> Phone:	_____	<input type="checkbox"/> Mobile:	_____ <i>Tick preferred method of contact</i>
<input type="checkbox"/> Email:	_____		

Activity type: What Activity type has been conducted?	Installed on or before	Installed on or after	
	18 Apr 2013	19 Apr 2013	
<input type="checkbox"/> Decommissioning electric and installing gas/LPG storage	Activity 1A	Activity 1A	Gas water heating activities
<input type="checkbox"/> Decommissioning electric and installing gas/LPG instantaneous	Activity 1B	Activity 1B	
<input type="checkbox"/> Decommissioning electric and installing electric boosted solar	Activity 1C	Activity 1E	Solar water heating activities
<input type="checkbox"/> Decommissioning electric and installing gas/LPG boosted solar	Activity 1D	Activity 1F	
<input type="checkbox"/> Installing solar retrofit on electric	Activity 2	Activity 2B	
<input type="checkbox"/> Decommissioning gas/LPG and installing gas/LPG boosted solar	Activity 3A	Activity 3B	
<input type="checkbox"/> Installing solar pre-heater on gas/LPG	Activity 4	Activity 4B	

Installed system details			
Installation date:	_____	Is there more than one system at this address?	<input type="checkbox"/> NO <input type="checkbox"/> YES ⁱ
System brand: ⁱⁱ	_____	System model: ⁱⁱ	_____
Have you received a compliance certificate for the work?	<input type="checkbox"/> YES	<input type="checkbox"/> NO	
Have you received a certificate of electrical safety for the work?	<input type="checkbox"/> YES	<input type="checkbox"/> NO	
Solar water heater activities only			
Tank serial number:	_____	Collector serial number(s):	_____
Gas water heating activities only	<i>Is this a new gas connection?</i>	<input type="checkbox"/> YES	<input type="checkbox"/> NO
System serial number:	_____ <i>Provide the serial number of the hot water tank or heating unit</i>		

Certificate calculation			
Number of VEECs ⁱⁱⁱ	_____	x Current VEEC Value ^{iv}	\$ _____ = Amount Payable \$ _____

Notes:
i. Please provide details of the second water heater located at this address and its location in relation to this new/second system.
ii. The system brand and model must be a product registered on the VEET product register for the activity undertaken. Visit www.veet.vic.gov.au/Public/Public.aspx?id=Products for further information.
iii. The number of VEECs available for your system depends on the type of system and the postcode of the installation address. Your supplier/installer should advise you of the number of certificates available for your system. Alternatively, contact our office for assistance on 03 9805 0700 or refer www.greenenergytrading.com.au/calculators
iv. Certificate prices can fluctuate and are valid on the date this assignment form is received at Green Energy Trading (GET). * VEECs can only be claimed within 6 months after the end of the year in which the activity was completed. GET will only accept forms if they are received complete and correct, one month prior to this date.

Decommissioning system details^{vi} - Decommissioning details are not required for activities 2 or 4**Decommissioned system details**

System type: Electric Gas Heat pump Other (please detail): _____
System location: External Internal cavity Internal roof space Other: _____
Date decommissioned: _____ **Approximate age:** _____
Brand: _____ **Model:** _____ Unknown/not legible
Serial number: _____ Unavailable/ not legible

Method of decommissioning^{vii} Tick as appropriate or describe method of decommissioning

Heating element removed Hole in tank, unable to repair System burst due to age/rust
 Other: *The decommissioned system was rendered permanently unusable by...* _____

Removal from site^{viii}

NO Reason: _____
 YES Method: _____

If the system was only disconnected and removed without rendering the system unusable, a recycler/scrap depot receipt or signature from the recycler/scrap depot is required.

Recycler/scrap depot: _____
Recycler signature: _____ **Date:** _____

Installer details

Installer name: _____ **Surname:** _____
Company name: _____
Company address: _____
Suburb: _____ **State:** _____ **Postcode:** _____
 Phone: _____ Mobile: _____ *Tick preferred method of contact*
 Email: _____

Compliance certificate and licence details

Certificate of Compliance number: _____ **Plumbing Licence no.:** _____
Was electrical work associated with the installation? NO YES* **Provide Electrician's licence number*
Certificate of Electrical Safety number: _____ **Electrical Licence no.:** _____

Installer declaration – must be signed by the person named above who is licenced to complete or supervise the work

I, _____ (name of installer), hereby declare that:

- I am licensed to undertake the installation of the system.
- The system has been installed in residential premises.
- The replaced system has been decommissioned and all reasonable measures to recycle its components will be undertaken (where installation does not involve a pre-heater or retrofit).
- The installation meets all laws, standards, building codes and local council requirements.
- The information provided is complete and accurate and that I am aware that penalties can be applied for providing misleading information in this form under the *Victorian Energy Efficiency Target Act 2007*

Installer's Signature: _____ **Signature date:** _____

Notes:

- vi. Decommissioning must be completed by a person (plumber/gasfitter/electrician) licensed to undertake the work
 vii. The replaced system must be rendered permanently unusable to be eligible for VEECs
 viii. All reasonable effort to remove and recycle the old system must be made to ensure eligibility for VEECs

GST declaration

- Personal** The system is owned by an individual who is not registered for GST and the system is for personal use.
- Business** The system is owned by a business that is registered for GST and will submit a valid tax invoice.

VEEC benefit

The consumer/system owner has received/will receive an identifiable benefit from: *Select ONE only*

- Green Energy Trading Pty Ltd** OR _____

Insert supplier's name if a price reduction on the system was received

In exchange for assigning the right to create VEECs for the above system, the consumer has received an identifiable benefit of \$ _____

- Form of benefit provided:** Upfront cash Price reduction Delayed cash Free installation
 Other (*describe*): _____

Payment details

Payment type: Electronic Cheque (*incurs additional time to process*)

Only provide your bank account details if you do not have a Green Energy Trading account

Bank account name or cheque payee: *(eg John Smith)* _____

BSB: _____ **Account number:** _____

Email (*required for remittance advice*): _____

Consumer declaration

I hereby declare that:

- I am the tenant/landlord/owner (please delete as appropriate) of the residence at the above installation address.
- Where a replacement has occurred, the replaced heating system has been removed from the premises, where practical.
- I understand that this form cannot be signed before the latter of decommissioning and/or installation date, as required by the Activity undertaken by the installer.
- The information provided by the installer is correct and complete.
- I understand that by signing this form I am assigning the right to create VEECs for the system to Green Energy Trading Pty Ltd.
- The Essential Services Commission (ESC) and Green Energy Trading Pty Ltd have the right to inspect the installed system with reasonable notice. I understand that information on this form will be disclosed to the ESC for the purpose of creating VEECs under the Victorian Energy Efficiency Target Act 2007 and for related verification, audit and scheme monitoring purposes.
- I am aware that penalties can be applied for providing misleading information in this form under the Victorian Energy Efficiency Target Act 2007.
- I understand that if my assignment is invalid or Green Energy Trading is unable to create or register the VEECs resulting from my error or action, then where reasonable I will reimburse all payments I have received.

Only sign this form after all activity requirements have been completed. Do not sign a blank form.

Owner's signature: _____ **Date:** _____

Print owner's name: _____

Checklist: I have completed all fields on this form and included the following *please tick all that apply***Proof of purchase**

- Customer purchase invoice – *detailing: system owner name, installation address, system details and any VEECs/STCs benefits received (if applicable)*

Proof of installation - compliance and safety documentation

- A copy of the Certificate of Compliance
 A copy of the Certificate of Electrical Safety, *if one was required for any electrical work*

Proof of address - for payments made to the system owner

- A rates notice or utilities bill to confirm the installation address and ownership details

Evidence of decommissioning – provide at least one of the following (not required for Activities 2 & 4)

- Decommissioning declaration on page 2 completed
 A photo showing the old system is permanently disabled (e.g. hole in tank/element removed) with brand, model details on reverse
 Detailed Certificate of Compliance stating method of decommissioning, type of system decommissioned – electric or gas, and that it was removed from the premises (or reason why removal was not possible)

Invoice – for businesses only

- An invoice issued to Green Energy Trading for payment of the correct value of VEECs

This form was completed by: _____ **Phone number:** _____