# **SOLAR GRANTS FOR COMMERCIAL PREMISES ON TEST VALLEY BUSINESS PARKS & INDUSTRIAL ESTATES**

To help you complete this form, please refer to the guidance provided here: [www.testvalley.gov.uk/BusinessSolarGrants](http://www.testvalley.gov.uk/BusinessSolarGrants)

Please complete all questions (type into the yellow highlighted boxes).

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| 1. **CONTACT DETAILS** |

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| **Contact Details** | |
| Contact Name |  |
| Job Title |  |
| Email |  |
| Telephone |  |

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| 1. **BUSINESS DETAILS** |

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| Business name |  |
| Business website |  |
| Registered business address |  |
| Business postcode |  |
| Project address (if different from above) |  |
| Business bank account name |  |
| Bank name |  |
| Sort code |  |
| Account number |  |

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| **Business Size (please mark with x)** | |
| Micro (fewer than 10 employees, annual turnover under €2 million, balance sheet under €2 million) |  |
| Small (fewer than 50 employees, annual turnover under €10 million, balance sheet under €10 million) |  |
| Medium (fewer than 250 employees, annual turnover under €50 million, balance sheet under €43 million) |  |
| Large (any of 250 or more employees, annual turnover over €50 million, balance sheet over €43 million) |  |

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| **Business Type (please mark with x)** | |
| Sole Trader |  |
| Partnership |  |
| Limited Liability Partnership |  |
| Limited Company |  |
| Community Interest Company |  |
| Registered Charity |  |
| Other – please specify | |

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| **Registration numbers (as applicable)** | |
| Companies House registration number |  |
| Charity registration number |  |
| VAT registration number |  |
| Test Valley business rates account number |  |

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| **Tenure on land and buildings** |  |
| I am the landlord of the premises | Yes / No |
| I am the leaseholder of the premises | Yes / No |
| I am the occupier of the premises | Yes / No |
| If you are the premises occupier but do not own the building, do you have written permission for the project? | Yes / No / NA |
| Provide further details if necessary | |

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| **Nature of business** |
| Please describe what your business does. What types of products/services does it offer? |

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| 1. **PROJECT DETAILS** |

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| **Please summarise your project based on details from your chosen contractor** | |
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| Install capacity / size (kW) |  |
| Expected power generation / yield (kWh) |  |
| Predicted savings in year 1 (£) |  |
| Predicted savings in year 1 (tonnes CO2) |  |
| Have you sought advice from a duty planning officer at TVBC? | Yes / No |

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| **TVBC applications** |
| Please give the reference number for your application to TVBC to determine whether prior approval is required for Solar PV equipment and / or your planning application reference number.  If not provided, please explain why |

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| 1. **PROJECTS COSTS AND FINANCIALS** |

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| **Total Project Cost** | |
| Total project cost with preferred MCS-certified Solar PV contractor. *Costs should be ex-VAT if your business/organisation is VAT registered; gross costs are acceptable if your business/organisation is not VAT registered.* |  |
| Amount of grant funding requested (lowest of £5k or 20% costs) |  |
| Contribution from your business or organisation |  |
| Is the source of your contribution confirmed? | Yes / No |

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| **Quotes (please attach) and Preferred Contractor** | | | |
| Summary of quotes obtained. *See section 7 of the Guidance document for number of quotes required. Costs should be ex-VAT if your business/organisation is VAT registered; gross costs are acceptable if your business/organisation is not VAT registered* | | | |
| Contractor | | | Cost |
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| Preferred contractor |  | | |
| Is your preferred contractor from Test Valley? | | Yes / No | |
| If you have not selected the cheapest quote for the project, please explain why | | | |

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| 1. **PROJECT DELIVERY** |

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| **Project timeline** | |
| Estimated project start date  *Please be aware we cannot fund anything that is purchased prior to the Grant Funding Agreement* |  |
| Estimated project duration  ***All funding has to be spent and work done by 20 March 2026*** | weeks |

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| **Outline any significant risks that you foresee with the project and how you will mitigate against them** |
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| **Please explain how the project will be led and managed** |
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| 1. **ELIGIBILITY CHECKS** |

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| **Please confirm the following (mark with x)** |  |
| My business is trading and is not in financial difficulty |  |
| My business premises is located in Test Valley and has a business rates account with TVBC |  |
| My business is not in arrears with TVBC and I understand that TVBC will check this |  |
| My business is not subject to any enforcement order for a breach of planning regulations and I understand that TVBC will check this |  |
| I hold Third-Party Liability insurance and, if applicable, Employers’ Liability Insurance |  |
| My business has fewer than 250 employees, an annual turnover under €50 million, and a balance sheet under €43 million |  |
| I have confirmed that my preferred contractor(s) for any works is MCS registered |  |
| I have met the minimum procurement procedures in providing quotes (see section 7 of the Guidance) |  |
| None of the expenditure described has already been incurred |  |
| I have secured any necessary consents and approvals |  |
| I have my funding contribution for the project or am in the process of securing it |  |
| I own the building or have written permission from the building owner for the project |  |
| Please provide further information, if needed, on any of the above | |

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| **Subsidy Control** | |
| *Businesses are not eligible for public funding if receipt of the requested grant from the Council will exceed the Minimum Financial Assistance (MFA) threshold for the business as specified in section 36(1) of the Subsidy Control Act (2022). The total amount of 'Minimum Financial Assistance' (MFA) received over a rolling period of three fiscal years should not exceed £315,000 per business including the total amount of MFA received over the relevant period of three fiscal years across all businesses at company group level (including the grant you are applying for).* | |
| Please detail any public funding you have received in the past 3 years (rolling). Include amount received and funding body |  |
| Please mark with x to confirm that you have not breached the MFA threshold for the business as specified in section 36(1) of the Subsidy Control Act (2022) |  |

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| 1. **APPLICATION SUBMISSION CHECKLIST** | |
| Drawings, plans or desktop survey for the proposed work | Yes / No |
| Valid quotes for proposed expenditure | Yes / No |
| Recent business bank account statement | Yes / No |
| Recent accounts or self-assessment return | Yes / No |
| If you are a landlord, a copy of your deeds to prove ownership | Yes / No / NA |
| If you are a leaseholder or occupier, a copy of your lease or rental agreement | Yes / No / NA |
| If you do not own the building, written permission from the building owner to undertake the project | Yes / No / NA |
| Any additional evidence to support your application | Yes / No / NA |

I declare that to the best of my knowledge the information I have provided on this application form is correct and the grant will be used for the purpose stated on this form. I understand that if I have knowingly provided a false statement, this application will be void and I may be subject to prosecution.

By checking this box, you are signing this form electronically. In doing so you confirm that your electronic signature is the legal equivalent of your manual signature on this form.

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| Check box |  |

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| Name of signatory |  |
| Position of signatory |  |
| Date of signature |  |

The information collected on this form will only be used for:

* Processing this application.
* Providing you with information to support your business including the TVBC newsletter. You may unsubscribe from this at any point via the link at the bottom of the newsletter.

Your personal information will be used only for the purposes of assessing your application or providing you with information to support your business, and will not be transferred outside of the European Economic Area. Should you decide you do not wish to receive the TVBC newsletter, you can unsubscribe by clicking the unsubscribe option at the bottom of the newsletter.  Information on the Council’s use of your data can be found here: [GDPR Privacy Statement | Test Valley Borough Council](https://www.testvalley.gov.uk/aboutyourcouncil/accesstoinformation/gdpr/gdpr-policy).