



Shetland Heat Energy & Power Ltd

VAT Declaration Certificate

To be completed for premises qualifying for a reduced rate of VAT. If you are using your property solely for business purposes you do not need to complete this form, your account will be set up on a default VAT rate of 20%. Contact your local HMRC VAT office or VAT Notices 700, 701/1 & 701/19 if in doubt of your status. One form per property. Please complete and return by email to mail.sheap@shetland.gov.uk or by post to Shetland Heat Energy and Power Ltd, Marina Business Park, Gremista, Lerwick, Shetland, ZE1 0TA.

Business Details	
Company Name	
Account / Reference Number	
Contact Name	
Telephone Number	
Email Address	
Address of Qualifying Premises	
Address of Business (if different from qualifying premises)	
Nature of Business	
VAT Registration Number (if registered)	
Registered Charity Number (if applicable)	

Details of Your Claim	
Percentage of total consumption qualifying for the reduced rate of VAT (to the nearest whole number)	
Classification of Claim (please tick one)	Domestic Use
	Charitable Non-Business Use

Registered in Scotland No 181964
VAT Registration No. 723 8647 16
Marina Business Park
Gremista
Lerwick
Shetland
ZE1 0TA

Tel: 01595 745151 Email: mail.sheap@shetland.gov.uk

Web: www.sheap-ltd.co.uk



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Reason for Claim (please tick one)	Domestic Use: Solely for my own personal domestic use	
	Domestic Use: Solely for domestic use by a third party e.g. landlord's supplies, single / multiple occupancy, etc	
	Residential Home: Long term residential or hospice care	
	Combined Business and Domestic Use: Please specify below	
	Charitable Non-Business Use: Please provide details below	
Please use this box below to outline further details of the basis of your claim		

I certify that the above information given is correct and complete and will remain valid until I inform Shetland Heat Energy and Power Ltd of any significant change in circumstances. I understand any incorrect statement may make me liable to a financial penalty under the VAT Act 1994 (as amended). I confirm that I meet the conditions set out in the VAT regulations which entitle me to be charged 5% on all or part of my energy supply as declared.

Signature (you must print and sign this form)	
Date	
Full Name	
Position	

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