

Certifying Document

To accompany a completed Group VAT Declaration spreadsheet for multiple properties which qualify for reduced VAT rate.

This document should be completed in the following circumstances:

1. Use of the property qualifies as residential use or part-residential use as per paragraph 3.2 of VAT Notice 701/19 on the HMRC website: www.gov.uk
2. Use of the property qualifies as charity non-business use as per notice 700 "The VAT Guide" & notice 701/1 "Charities" on the HMRC website: www.gov.uk

For more information about VAT applicable to energy supplies, contact HMRC VAT general enquiries on 0300 200 3700 or visit hmrc.gov.uk where VAT Notice 701/19: Fuel and power can be found.

Customer name*

VAT registration number (if applicable)

Registered charity number (if applicable)

I certify that the information provided on the attached spreadsheet is correct and complete. I agree to inform British Gas if there is any significant change in circumstances of any of the properties listed. I understand that 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 the reduced rate on all or part of my energy supply as declared.

Customer Signature*

(third parties cannot sign on behalf of a customer)

Date (DD/MM/YYYY)*

Full name (block capitals)*

Position held*

Customer address*

Contact number*

Email*

* mandatory fields

Once you have filled out this form, please return it to:
British Gas, Business Customer Operations, Winnall Down, Alresford Road, Winchester, SO21 1FP