Thank you for participating in the Small Business Energy Saver Program. Please provide some information so that we can process your Bonus. See [Small Business Energy Saver Program](https://www.sustainability.vic.gov.au/energy-efficiency-and-reducing-emissions/in-a-business/small-business-energy-saver-program) for more information.

**CUSTOMER INFORMATION**

|  |  |
| --- | --- |
| **Company Name:** |  |
|  |  |
| **Trading Name**  |  |
| **(if different from the above)** |  |
| **ABN:** |  |
|  |  |
| **Supply Address:** |  |
|  |  |
| **Contact Details:\*** | **Name:** |  |
| **Mobile:** |  | **Email:** |  |

**INDUSTRY**

[ ]  Accommodation

[ ]  Food service/hospitality

[ ]  Retail or wholesale trade

[ ]  Professional services (including legal, financial, medical and veterinary services)

[ ]  Small manufacturing

[ ]  Warehousing

[ ]  Other (such as repair & maintenance or personal care services), please specify:

|  |
| --- |
|  |

**BUSINESS ENERGY CONSUMPTION AND BILLING**

**Electricity Details Gas Details**

|  |  |  |
| --- | --- | --- |
| **Name of Electricity Retailer** |  | **Name of Gas Retailer** |
|  |  |  |
|  |  |  |
| **Account Holder’s Name (exactly as written on the bill)** |  | **Account Holder’s Name (exactly as written on the bill)** |
|  |  |  |
|  |  |  |
| **National Meter Index Number (NMI)**10 or 11 digits |  | **Meter Installation Registration Number (MIRN)**11 digits |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Meter Number** |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

**AUTHORISATION AND DECLARATION – please read carefully and tick the boxes.**

Please note, if you do not own the premises, and occupy under a lease or licence, you must ensure you are authorised to have the installation activities carried out at the premises.

[ ]  I authorise you/your installer to share my information with Sustainability Victoria for the purposes of administering this Program.\* I acknowledge that Sustainability Victoria may contact me to verify relevant information.

[ ]  I declare that the business is an eligible small business ie employs less than 20 employees.

I authorise my energy network provider and energy retailer to provide Sustainability Victoria with energy consumption data and account information (daily / monthly consumption, power factor and cost) for the above energy meters? [ ]  Yes [ ]  No

|  |
| --- |
| **Confirmation of Bonus** – Please complete either Option 1 (point-of-sale discount)or Option 2 (delayed payment): |

[ ]  **Option 1:** I declare the business has received the benefit of the energy saver Bonus as follows:

Small Business Energy Saver Bonus value = $\_\_\_\_\_\_\_\_ (incl. GST)

[ ]  **Option 2:** I agree to receive the benefit of the energy saver Bonus as a delayed payment as follows:

Small Business Energy Saver Bonus value = $\_\_\_\_\_\_\_\_ (incl. GST) from \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (AP name).

Name of Bank Account \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (to confirm receipt of Bonus from AP).

|  |
| --- |
|  |

Have you previously received a Bonus under this Program? [ ]  Yes [ ]  No

If yes, please complete the declaration below:

[ ]  I declare that the total amount of Bonuses I/we have received under this Program does not exceed the $2,200 (inc. GST) cap per business.

|  |  |  |  |
| --- | --- | --- | --- |
| **Signature:** |  | **Date:** |   |
| **Name:** |  |  |  |
| **Position or title in the business:** |  |  |  |

**\*Sustainability Victoria’s Privacy Collection Statement**

**Thank you for providing this information. Sustainability Victoria collects, uses and discloses your personal information for the purpose of administering the Small Business Energy Saver Program and is not able to do so or provide the energy saver bonus without such information. We handle your information in accordance with the *Privacy and Data Protection Act 2014* and our Privacy Policy. Our Privacy Policy is available at** [**http://www.sustainability.vic.gov.au/privacy**](http://www.sustainability.vic.gov.au/privacy)**. If you wish to access your information or raise any concerns with us, please contact us in writing addressed to: privacy@sustainability.vic.gov.au**