

**Contract Natural Gas Limited
CNG House
5 Victoria Avenue
Harrogate
HG1 1EQ
Tel 01423 502554
Tel 01423 502556**

CNG REF

CERTIFYING DOCUMENT FOR SITES QUALIFYING FOR REDUCED RATE PROPERTIES

Note: -This certificate should be completed in the following circumstances:

1. In any case where there is a mixture of domestic and non-domestic gas usage on the same gas bill. In this case, the proportion rated at 5% should represent the estimated annual domestic usage.
2. By a charity which uses its premises partly or totally for non-business purpose. If you are in doubt as to whether your activities are non-business, please see the VAT leaflet on Charities available from your local VAT office or contact Customs and Excise on Tel. 0161 827 0332. In this case, the proportion rated at 5% should represent the estimated usage not only for domestic purposes, but also for non-business purposes. Any business usage (e.g. shops) is standard rated.
3. Any other reason please state.....
.....
.....

Please complete:

Company Name: _____

Address : _____

Contact Number _____

VAT Number _____

Percentage Claimed _____%

I certify that the information provided on the attached form is correct and complete and will remain valid until I inform my supplier, Contract Natural Gas Ltd that there has been a significant change in the circumstances of any of the properties listed. I understand that any incorrect statement may make me liable to a financial penalty under the V.A.T Act 1994.

Full name of signatory

Status Held

Dated