

Business Energy Upgrades Scheme

Part 1 Declaration of Works - Heat Pumps

| Installation Details | |
|----------------------|--|
| Applicant Name* | |
| Installation Address | |
| Installation Eircode | |
| Installation MPRN | |

**This must be the person claiming the SEAI Business Energy Upgrades Grant*

| Existing System serves, please tick, as appropriate | |
|---|--|
| Heating | |
| Heating, Cooling, and Ventilation | |
| Heating, Cooling, Ventilation, and Hot Water | |
| Heating and Hot Water | |
| Heating and Ventilation | |
| Heating, Hot Water, and Ventilation | |
| Hot Water | |

New Heat Pump Details, please tick, as appropriate

| Type | Applied for | Installed |
|--|-------------|-----------|
| Air to Air Split / VRF | | |
| Air to Water | | |
| Air to Water (HT) | | |
| Air to Water Combined (Heating and Cooling) | | |
| Air to Water Combined HT (Heating and Cooling) | | |
| Air to Water LT and HT Cascade | | |
| Air to Water Split / VRF | | |
| Geothermal | | |
| Water to Water off Dry Air Cooler | | |

| System Capacity | |
|--|--|
| Grant Based on the Following HP Capacity* (kW) | |
| Installed HP Capacity** (kW) | |

**As outlined in application portal and Letter of Offer.*

*** In the case of Combined units this shall be the Heating Capacity.*

System Components

| Item | Applied for | Installed |
|--------------------------|-------------|-----------|
| FCU* (No.) | | |
| Radiators** (No.) | | |
| Mix (FCU & Rad) (No.) | | |
| Pipework Replaced | | |

*FCU Number Replacing - must be between 1 and 80

**Radiators Number Replacing - must be between 1 and 150

| Installation Costs | |
|---|---|
| Total cost of installation (including parts, labour and VAT) | € |
| Total cost of installation (including parts, labour and excl. VAT) | € |
| 30% of Total cost of installation (including parts, labour and excl. VAT) | € |

System Capacity

| Installation Costs | |
|---|--|
| Grant Based on the Following Capacity* (kW) | |
| | |

*As outlined in application portal and Letter of Offer.

Registered Company

| | |
|-------------------------------|--|
| Company name | |
| Company Identification Number | |

(Must be the exact name on the Business Energy Upgrades Scheme Company Register for Applicant selection at upload)

Installer Declaration

(Must be the exact name on the Business Energy Upgrades Scheme Installation Register for Applicant selection at upload)

| | | | | | | | | | | |
|---|--|------|---|---|---|---|---|---|---|---|
| By signing this Declaration of Works, the undersigned declares that: | | | | | | | | | | |
| <ul style="list-style-type: none"> The heat pump has been installed and commissioned at the above Installation Address on the Date of Works Completion. All works indicated are fully compliant with SEAI Business Energy Upgrades Scheme Documentation¹. I have completed an Inspection, Test and Commissioning Report for this installation and have given it to the Applicant. I have provided the Applicant with the required documentation to complete their claim application. | | | | | | | | | | |
| Signed: | | Date | D | D | / | M | M | / | Y | Y |
| Name (CAPITALS) | | | | | | | | | | |
| DATE THE GRANT WORK WAS COMPLETED | | | D | D | / | M | M | / | Y | Y |

Applicant Declaration

(Please note this declaration must be signed by the applicant)

I declare that I am the owner (or authorised signatory) of this premises and that the works detailed in this form have been completed to my satisfaction. I confirm that I have paid the Company in full or entered an agreed payment schedule contract for the works described. I understand that the potential grant amount at application stage may be subject to change if the installed works differ from those within the application, or where 30% of my total expenditure is less than the fixed grant amount. In this instance, the lower of these three value will be the grant amount paid.

I understand that all works may be inspected by SEAI or its agents. I undertake to facilitate any reasonable request to conduct the inspection / audit process.

| | | | | | | | | | | |
|--------------------|--|------|---|---|---|---|---|---|---|---|
| Signed: | | Date | D | D | / | M | M | / | Y | Y |
| Name (CAPITALS) | | | | | | | | | | |

NOTE:

This Declaration of Works form should be provided to the Applicant with all other completed documents relating to this application. If any form is incomplete or missing, the request for payment will be returned.

1. For the purposes of these Terms and Conditions, the term "Scheme Documentation" shall mean all documentation of the Business Energy Upgrades scheme and more specifically the particular measure(s) in question for Companies and Installers, published on the SEAI website. These may be updated by SEAI from time to time.
2. The authorised signatory must be the same person who made the original grant application.

Based on Business Energy Upgrade Scheme [Application Guidelines](#), and to maximise the ability to fund as many businesses as possible through the Scheme, your grant can be provided under two potential sources of funding – State Aid De Minimis or General Block Exemption Regulations (GBER) funding rules. Details on both are outlined below

Please confirm in the selection boxes below, based on rules pertaining to each, under which funding option these works will be claimed. In the case of De Minimis, the form below must be completed. For GBER please refer to the Application Guidelines for information on the potential supporting documentation required based on selected measures.

- ☐ De-Minimis aid rules (*please complete the De Minimis Aid Form, overleaf*)
- ☐ GBER (General Block Exemption Regulations) Aid

De Minimis Aid

De Minimis Aid is the form of State support which can be approved by any State Body, Agency, or Government Department to a company (Undertaking). It cannot exceed €300,000, Commission Regulation (EU) No 2023/2831 (Agriculture €50,000 Commission Regulation (EU) 2024/3118) over a rolling three-year period any company (Undertaking) irrespective of size or location in Ireland.

Note: If a company (Undertaking) is part of a group structure by virtue of being a Linked Enterprise, then the €300,000 threshold applies to all companies within the group collectively.

Linked Enterprise: Linked enterprises are those that form a group through the direct or indirect control of the majority of voting rights of an enterprise by another or through the ability to exercise a dominant influence on an enterprise.

Company (Undertaking) Obligations:

Undertakings applying for SEAI grant support, must complete a 'self-declaration' of any previous De Minimis grant aid received irrespective of its source i.e., from any other State body/agency. If applicable, this 'self-declaration' should also include any De Minimis grant aid support received by any company (Undertaking) that is part of a group structure.

This self-declaration is available below and must be completed as part of the request for payment. If part of a group structure, the Undertaking applying for support is also required to list all De Minimis support received by all companies Linked within the group structure as part of the self-declaration. The aid must be transparent (the applicant, must be able to establish the amount of aid in advance).

If your application would cause your enterprise to breach this rule your grant payment must be obtained under GBER funding rules (General Block Exemption Regulations).

GBER (General Block Exemption Regulations) Aid

Display an information icon to the right of the label. On clicking the information icon, display a pop-up with this text:

If your application would breach De Minimus aid rules, not to worry, we can still provide you funding but you just need to ensure you can meet the requirements around GBER (General Block Exemption Regulations) funding rules. These requirements will be dependent on the number and type of measures included in your grant. If you are not clear on how these rules relate to your application, please refer the [Application Guidelines](#).

De Minimis Aid Form

De minimis Aid Declaration – EC Regulation (Commission Regulation (EU) No 2023/2831 of 13 December 2023 amending Commission Regulation (EU) No. 1407/2013)

EC Regulation 2023/2831 deals with 'De Minimis' aid and sets a limit on how much assistance can be given to organisations without the prior approval of the EU Commission. The current limit for a company, or group, irrespective of size or location, is €300,000 over a three-year period. De Minimis Aid is small amounts of State Aid given to companies. It can come from any State body, agency, or Government department.

This Business Energy Upgrade Scheme is being operated under the De Minimis regulation. SEAI must ensure that any grant approved for a company, when added to other aid, will not bring them above the allowed limit. As an Applicant you are also obliged to ensure you stay within the limits. Therefore, you must make a full declaration of all other De Minimis Aid received in the last three years.

When completing the declaration below you should consider that aid includes assistance such as free or subsidised consultancy services as well as direct grant support.

If you are in any doubt whether support, you have received is De Minimis Aid then please include it.

DECLARATION STATEMENT OF DE MINIMIS AID

- **All Applicants must tick one statement** to confirm whether you have or have not received De Minimis Aid in the past 3 years:

☐ I confirm that I **have not** received any De Minimis Aid during the previous 3 fiscal years.
(i.e. current fiscal year and the previous two fiscal years)

.....

☐ I confirm that I **have** received De Minimis Aid during the previous 3 fiscal years.
(i.e. current fiscal year and the previous two fiscal years)

.....

If you **have** then please complete the following table outlining the De Minimis Aid received during the previous 3 fiscal years.

| <i>Body providing the assistance/aid</i> | <i>Value of assistance (calculating the Gross Grant Equivalent)</i> | <i>Date of assistance</i> |
|--|---|---------------------------|
| | | |
| | | |
| | | |

- All Applicants must complete and sign the below:

| | |
|--------------------|--|
| Company | |
| Client Name | |
| Signature | |
| Date | |