

TO APPLY TO GET CONNECTED TO OUR NETWORK, COMPLETE THIS APPLICATION FORM AND POST TO:  
Northern Gas Networks, Connections, 1100 Century Way, Thorpe Park Business Park, Colton, Leeds LS15 8TU or  
email: [gasconnections@northerngas.co.uk](mailto:gasconnections@northerngas.co.uk)

## Get Connected – Business & Multiple\* Property Application Form

\*Multiple = 5 or more properties

All sections of this form need to be completed for us to process your application. If you need help filling out this form, please call a member of our team on 0800 040 7766, option 2, between the hours of 8am – 6pm, Monday to Friday.

### Your details (The address where all letters and invoices will be sent)

Title: \_\_\_\_\_ First Name: \_\_\_\_\_ Surname: \_\_\_\_\_

Company Name (If applicable): \_\_\_\_\_

Property name/number and street name: \_\_\_\_\_

Address line 2: \_\_\_\_\_

City/town: \_\_\_\_\_

County / State / Region: \_\_\_\_\_

Postcode: \_\_\_\_\_

Email Address: \_\_\_\_\_

Primary contact number: \_\_\_\_\_ Alternative contact number: \_\_\_\_\_

### KEEPING IN TOUCH

Please let us know how you would prefer to be contacted:

Telephone  Text

Email  Post

### In what capacity are you acting?

Owner  Occupier  Landlord  Architect  Developer  Self-builder  Consultant

Housing association  Local authority  Shipper or supplier

### Is there anyone else that we can speak to about this application?

For example, partner / family member / carer / builder

Yes

No

If you said YES, please provide their details on the next page.....

Title \_\_\_\_\_ First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Primary Contact Number: \_\_\_\_\_ Alternative Contact Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

**Do you have permission for a new gas connection to be installed?**

Yes

No

**Are you a VAT registered company?**

Yes

No

Not applicable

## Your quote

**What type of quote would you like to receive?**

An 'Indicative cost' is an indication of the price of your required works, and this cannot be progressed to planning or completion of works. **If you intend to go ahead with the works, please select 'A full quote'**

Indicative cost

A full quote

## Site details

How many properties do you want to connect to our gas network? \_\_\_\_\_

If the site address or contact details are the same as the correspondence details you have already provided, you can leave these sections blank.

### SITE ADDRESS:

Property name/number and street name: \_\_\_\_\_

Address line 2: \_\_\_\_\_

City/town: \_\_\_\_\_

County / State / Region: \_\_\_\_\_

Postcode: \_\_\_\_\_

### SITE CONTACT DETAILS:

Title: \_\_\_\_\_ First Name: \_\_\_\_\_ Surname: \_\_\_\_\_

Primary contact number: \_\_\_\_\_ Alternative contact number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Company Name: \_\_\_\_\_

## Property details

### How would you describe your property?

Terrace  Flat  Semi-detached  Detached

Other  If other, Please specify: \_\_\_\_\_

### Is the building Grade listed?

Yes  No

### Is the property timber framed?

Yes  No  Partly

### What type of building do you want to connect?

Existing building(s)  New building(s)  Please note, for new buildings you will need to include a to-scale site plan with your application

Both

### Is the building charity or government-owned?

Yes  No

### Will the work involve crossing shared or private land that you do not own?

Yes  No

### Existing buildings: Has the building been empty for more than two years?

Yes  No

### Existing buildings: Is the property classed as a conversion, e.g. change from commercial premises being converted to domestic premise?

Yes  No

### Existing buildings: Has the property had a gas supply previously or using gas at present?

Yes - property using gas at present  Yes - previous supply no longer in use

No - property has never used gas  Unsure

If you answered Yes to the above question, please provide any additional details you may have (such as meter size or how much gas is being used (Hourly gas load) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## Gas Load information

This information enables us to provide the correct size pipework for your requirements. We can't provide you with a quotation without it. If you need any advice or guidance, please contact your contractor or a registered Gas Safe engineer via [gassaferegister.co.uk](http://gassaferegister.co.uk) or call the Gas Safe Register on 0800 4085500.

If your site is for Multiple connections to domestic properties only, where no gas load details are provided, we will assume the average domestic gas load of <64kW per hour – this is the typical usage for an average 4 bedroom house using a U6 Gas Meter.

Please provide your gas load details below:

<b>Type of Property</b> (e.g. House / Factory / Restaurant)	<b>Number of each type</b>	<b>Hourly Gas Load (kW) per property</b>  The hourly gas load is calculated by totaling the kilowatts (kW) used by each gas appliance that will be fed from this supply (for example, 60kW boiler + 30kW heater = 90kW hourly load)	<b>Annual Gas Load (kW) per property</b>  The annual gas load can be calculated using the following multiplication: 'Hourly gas load' x 'Usage hours per day' x 'Usage days per week' x 'Usage weeks per year'

**Do you need a meter inlet pressure greater than 21mbar?**

If you are unsure seek advice from your contractor or Gas Safe engineer

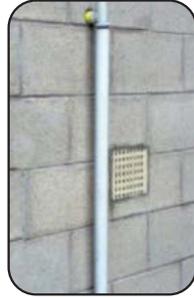
Yes  No

If yes, please state the mbar that you need? \_\_\_\_\_

**Will you be using your gas supply 24 hours a day, 7 days a week?**

Yes  No  Unsure

## Meter & Excavation details



**Surface Mounted meter box**

Suitable only for hourly gas loads up to <64kW (U6 meters)

**Built-In meter box**

Suitable only for hourly gas loads up to <64kW (U6 meters)

**Internal termination**

**Meter Kiosk**

**Semi-Concealed meter box**

Suitable only for hourly gas loads up to <64kW (U6 meters)

**Manifold**

**Northern Gas Networks will supply surface mounted or semi concealed meter boxes. If you require a built-in box, you or your builder will need to supply this and build it into your wall.**

**More than 65kWh gas loads.** If the property has an hourly gas load more than 65kWh, this means the gas meter won't fit into the surface mounted, built in or semi-concealed box options. The meter may need to be positioned internally within the property or housed within in a meter kiosk.

**Northern Gas Networks do not fit gas meters**

You will need to contact your preferred gas supplier and arrange for them to fit a meter to your new gas supply.

**Which kind of meter box/termination would you like?**

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**Where do you want it to be installed?** an example answer might be 'left hand wall'

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## If you selected a Meter Kiosk as your preferred termination type

### Do you want the quote to include the installation of the meter kiosk(s)?

You can supply your own meter kiosk or NGN can supply this for you

Yes - NGN to supply & install the kiosk

No – Customer will supply & install the kiosk

Kiosk size/model (if known): \_\_\_\_\_

### Do you want the quote to include the installation of the concrete base for the meter kiosk(s)?

You can install your own concrete base for a free-standing kiosk or NGN can supply & install this for you

Yes - NGN to supply & install the concrete base

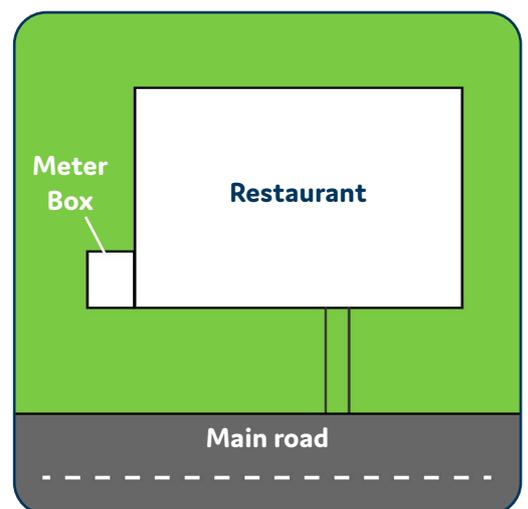
No - Customer will supply & install the concrete base

**Please add a drawing of your property and include where you would like your meter to go, or any other information which you feel would be useful to help us process your application. Alternatively, you can provide a site plan with your application.**

#### Please bear in mind:

- Your meter must be positioned on the wall of the property that faces the gas main or no further than 2m down the side of the property.
- Meters must be located in a position where they are not at risk of damage; for example, surface mounted or semiconcealed meter boxes cannot be installed on a driveway where there's not enough additional clearance for a car to pass safely.
- The meter must be positioned so that the pipework can be diverted to avoid any obstacles that may not show up on a map, for example, a pond or a tree.

**Example Site Plan**



**Who will be doing the digging on your property?**

I would like to do my own digging

This means that you will dig the trench where we will lay the gas pipe. You will also be responsible for reinstating (filling in) the trench once we have laid the pipe.

Northern Gas Networks to dig

This means that NGN will dig the trench for the gas pipe and then NGN will also reinstate the trench once the gas pipe is laid.

**What to expect from the reinstatement process**



**Filling excavations**

First, a grab vehicle will visit the site to fill in any excavations. We'll use approved recycled material wherever we can to reduce our impact on the environment.



**Relaying surface layers**

Our contractors will complete the final layers to the highest standard and will try to match the existing surface as much as possible.



**Clearing the site**

Then our support drivers will clear all our equipment from the site.

## Site considerations

### If your works are to connect multiple properties:

Do you need the works splitting into multiple visits/phases

Yes  No

**If you answered Yes to the above question, please confirm how many visits/phases in total will be required to complete the connections work.**

Please tell us anything unusual about the site, for example, specialist surfaces such as printed concrete, stone or resin driveways, steep or high boundary walls, streams, access issues, railway crossings, watercourses, conservation area or contaminated land:

Are there any further developments or additional services anticipated on site?

Yes  If yes, please specify: \_\_\_\_\_

No  Not sure

## Declaration

By submitting your application, you agree to Northern Gas Networks processing your personal data to process your connection application. If you accept our quotation, on completion of the connection we may also share your personal information with a nominated third party who may contact you to participate in a customer satisfaction survey to complete in accordance with Ofgem's customer satisfaction survey procedure. Your personal data will be processed and stored in accordance with the Data Protection Act 1998.

### Confirmation signature

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_