



Siteworks Request Form Investigation & Enhancements

Please see explanatory notes enclosed for help completing this form. You can also contact a Gas Safe Registered Engineer to help complete this form. Please complete this form in full and return to site.works@totalgp.com. For further information on our Siteworks process, please visit our website www.totalgp.com or call 01737 859499. Please note, Total Gas & Power Ltd will only process Siteworks for customers who are in a fixed contract with a minimum of 3 months remaining. Should you have any queries in regards to your contract, please contact us on 01737 275800.

If the meter AQ is equal to or greater than 732,000kWh, our Service Provider will install AMR free of charge, along with your new meter.

Section 1 – Customer and Site Details

Customer Organisation		
Customer Framework		
Customer Address		
Postcode		
Contact Name		
Current Gas Supplier	Total Gas & Power	Account Number:

Site Name		
Site Address		
Site Postcode		
Site Contact Name 1		
Contact Numbers	T: _____	M: _____ F: _____
Email Address		
Site Contact Name 2		
Contact Numbers	T: _____	M: _____ F: _____
Email Address		
Type of Site	Greenfield <input type="checkbox"/> Existing <input type="checkbox"/> Redevelopment <input type="checkbox"/>	

Correspondence Company		
Correspondence Address		
Correspondence Postcode		
Contact Name		
Contact Numbers		
Contact Email		



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Section 2 – Work Details

Service Pressure & Capacity Check (GT1)		Pressure Increase		Chatterbox Install (Energy Management System Connection)	
Other (inc. Automatic Meter Reading)					
Other Description:					
Preferred Date for Completion of Works (Not Binding)					
Is Continuity of supply required?	Yes / No (If yes, please specify reason)				

Section 3 – Existing Meter Details (if the work involves an existing Meter on site)

Existing Hourly Load (kWh)			
New Total Hourly Load if different from above (kWh)			
Existing MPRN		Existing Meter Serial Number	

Section 4 Technical Information

Estimated Total Annual Consumption (kWh)	
Maximum Hourly Consumption/Peak Instantaneous Demand (kWh)	
Minimum Hourly Consumption/ Peak Instantaneous Demand (kWh) (this should not be zero)	
Is Meter Inlet Pressure required to be greater than 21mb?	Yes / No
If Yes please specify required pressure (mb)	
Meter Position (please select one)	Internal / External
Other Site Requests	
Site Induction /Risk Assessment / Method Statement (refer to Section 5)	
Other (Please Specify)	



Section 5 – Additional Information

Please use this space to inform us of any additional requirements/constraints:

Siteworks Request Form

Section 1 Customer and Site Details (Site plans should always be provided with an application form)

Customer Organisation: This refers to the Gas Supplier contract account holder, which may be a parent or holding company. This is the actual end consumer of the gas supply. Please indicate your current or preferred gas supplier and also your account number if applicable.

Site Name & Address: Refers to the location that gas supply/meter is required. It is essential that you supply a post code where possible. Please give details of a site contact person who will be able to provide access to the site should a visit be required.

Correspondence: Refers to the person/company requesting the quotation and to whom all future correspondence will be directed. Please note that this does not necessarily refer to the person/company who will make payment for the works. Please advise us in writing if you require this to be changed at any point. Please supply an email address where possible as this will assist greatly with communications.

Section 2 Work Details

Please choose from the following options and provide more information if necessary. This refers to the works that you wish us to quote you for.

Service Pressure & Capacity Check (GT1): Required to confirm the pressure tier and capacity at the emergency control valve.

Pressure Increase: Pressure alterations to existing meters owned by SMS Meter Assets.

Chatterbox Install: Required if you require connection to an Energy Management System.

Other (inc. AMR): This is where you require any other meter features. Please note that we do not quote for any outlet pipework.

Preferred Date for Completion of Works: It is important to supply us with this date as it will help us to manage your project effectively. However, please note that this date is not binding in any way.

Section 3 Existing Meter Details

This section is applicable only if you require work to be done on an existing meter/service installation. Please provide details of the meter relevant to this enquiry only. If there are other meters on site, you may give details of these in the additional information section if you wish.

Existing Hourly Load: This is the existing gas load that is being used at present. Every gas appliance displays a badge rating, which supplies input and output readings. We require the total of all hourly input loads. Alternatively a Gas Safe registered plumber will be able to advise you on how to obtain this information.

New Total Hourly Load if different from the above: The new total requirements i.e. the existing load plus any additional load.

Existing MPRN: This is the unique reference number allocated to every service pipe installed. It can be found either tagged on the pipe or written on your gas bill. This information is essential.

Existing Meter Serial Number: This should be stamped on the meter and also written on your gas bill.

Section 4 Technical Information

Estimated Annual Consumption: Is an estimate of how much gas will be used in a year. This should be the new total load.

Maximum Hourly Consumption: Is the maximum hourly load that will be used. Please add up the values of all the gas equipment that will be connected to the meter. These values can be found on either the actual appliance or obtained from the manufacturer. A Gas Safe registered engineer would be able to help if needed.

Minimum Hourly Consumption: Lowest gas appliance input required.

Meter Inlet Pressure less than 21mb: 21mb is standard low pressure. Please state if your manufacturers handbook on your appliance or/appliances requires a higher pressure. Please note that the pressure available is dependent on the gas mains present in your area.

Required Pressure: Please state the pressure required at the inlet of the meter and allow for any pressure drop across the meter and across the length of outlet pipework.

Meter Position: Please state if you require your meter to be located internally or externally. Please indicate the location on your site plan.

Other Site Requests: Please indicate if any additional site requirements we should be aware of either prior or after issue of a quotation.

Section 5 Additional Information

Please use this space to inform us of any site characteristics e.g. close proximity to railways/dual carriageways/water courses etc, any building constraints, site regulations/ inductions or any other relevant information. Please confirm all site restrictions possible on day of working – i.e. Permits to Work, Safety Cards, Site Safety Inductions, PPE etc.