

Domestic service alteration application form

Please ensure you have read the 'Step by Step Guide to altering your gas service pipe' before completing this application form. Ensure you complete this form in full providing all minimum information to avoid any delays to your application.

1. Site Address (where work is required)

Site Contact Name _____
 House Number _____
 House Name (if applicable) _____
 Street name _____
 Town/ City _____
 Postcode _____
 Phone (Day) _____ (Eve) _____
 Email Address _____

2. Correspondence Address (if different to site)

Site Contact Name _____
 House Number _____
 House Name (if applicable) _____
 Street name _____
 Town/ City _____
 Postcode _____
 Phone (Day) _____ (Eve) _____
 Email Address _____

3. Qualifying persons (if applicable)

Reason for alteration:

- Consumer cannot safely reach the control valve in case of an emergency to turn off the gas
 Consumer cannot safely read the meter

Name of Consumer: _____

4. Property details

Please tick if you are:

- The owner of the property
 The occupier or tenant of the property
 A business or other organisation arranging the work

Please indicate the property type?

- Semi detached
 Detached
 Terraced
 Flat
 Maisonette
 Bungalow
 Listed building
 Caravan park
 House boat
 Independent annex
 Granny Flat
 Conversion to domestic premises

5. Service alteration requirements

Is there a meter on site? Yes No

If 'Yes', what size meter do you currently have?

- Standard Property (U6)
 Large Property (U16)
 Very Large Property (U25).

If you are ordering a new meter, what is its size?

- Standard Property (U6)
 Large Property (U16)
 Very Large Property (U25).

Please indicate the EXISTING meter box

- Surface Mounted Wall Box (U6 meter size only)
 Semi-Concealed in Ground Box (U6 meter size only)
 Built-In, Recessed in Wall (U6 meter size only).
 No Box
 Wall Mounted Protruding Kiosk (U16 only)
 Free Standing Kiosk (U16 or U25)

Please indicate the NEW meter box

- Surface Mounted Wall Box (U6 meter size only)
 Semi-Concealed in Ground Box (U6 meter size only)
 Built-In, Recessed in Wall (U6 meter size only)
 No Box
 Wall Mounted Protruding Kiosk (U16 only)
 Free Standing Kiosk (U16 or U25)

What is the alteration band length?

- 0m, move to other side of wall
 0m, change in my gas use
 0-2m 2-10m 10-20

Who will reattach meter and pipes?

- I want National Grid to reattach my meter and reconnect my appliances to the meter (provided the alteration requires no more new internal pipe than the maximum length of your alteration band length, and meter size and dimensions are the same).
 My 'Gas Safe' registered engineer will reattach the meter to the service pipe and my appliances to the meter (Select this option if reconnect is not available to you. See section 5D of the Step By Step guide for more information. This option will leave you without gas until work is completed)

6. Costs

Please refer to the enclosed pricing sheet and Section 6 of the Step by Step guide

Total Cost: £ _____

Method of payment:

- Cheque/Postal Order (Made payable to National Grid plc)
 Credit/Debit Card (Complete enclosed form)

I have read the 'Step by Step guide to altering the position of your gas service pipe' in relation to this order and accept National Grid's Terms and Conditions entitled 'Terms and Conditions for a Domestic Service Alteration/or meter installation – domestic premises' I request National Grid Gas plc to carry out the work specified above in accordance with the said terms and conditions.

Signed: _____

Date: _____

Terms and conditions for the alteration of a service pipe and/or meter installation - domestic premises

December 2012 (version 9)

The contract (the "Contract") is made on receipt by National Grid Gas plc ("National Grid") of (i) a request from the customer (the "Customer") for the alteration of the position of a service pipe and/or a meter installation, fully completed in accordance with the current National Grid booklet entitled "Step by step guide to altering your gas service pipe" (the "Order") and (ii) payment in full for the Works (as defined below). The Contract shall comprise the Order and the following terms and conditions.

1. THE WORKS

- 1.1 Subject to the terms and conditions set out below, National Grid shall carry out the following as set out in the Order and (if applicable) as varied in accordance with clause 7.1 below (the "Works"):
- alter the location of the service pipe to the premises specified in the Order (the "Premises") and commission the altered service pipe; and/or
 - remove and re-fix the meter installation at the Premises, provided that the existing meter installation at the premises is suitable for fixing at the proposed location; and/or
 - where National Grid has re-fixed the meter installation, cap meter outlet or, where the Customer has requested re-connection, National Grid will reconnect the meter outlet to the existing installation pipework at the Premises provided the internal pipework does not require more copper pipe than the maximum length of the service alteration requested and/or
 - supply and fit a meter box (other than a built-in cavity meter box) at the Premises if required; and/or
 - the permanent reinstatement of drives, paths and other surfaces disturbed during the Works; and/or
 - carry out any other works included in the Order; and
 - supply all necessary materials in respect of the above.

2. EXCLUSIONS

- 2.1 The following are not included in the Works:
- the fitting of a built-in cavity meter box, which must be carried out by the Customer prior to commencement of the Works when the Works involve the removing and re-fixing of a meter installation at the Premises and the Customer wishes to have a built-in cavity meter box;
 - re-fixing of the meter installation where the existing meter installation at the premises is not suitable for the re-fixing at the proposed location;
 - capping of meter outlet or re-connecting meter outlet to existing installation pipework where National Grid has not re-fixed the meter installation;
 - re-connecting meter outlet to existing installation pipework where the Customer has not requested and agreed to pay for such reconnection, or where more new copper pipe is required to affect the re-connection, than the alteration length selected;
 - the matching of any permanent reinstatement of drives, paths and other surfaces to the existing surface, colour or materials;
 - the reinstatement of fences, walls, landscaping, drainage or special surface finishes of any kind;
 - any work (including cross bonding) on the outlet side of the meter, other than as specified in clause 1.1(c) above; and
 - the making good of plasterwork, cosmetic surfaces, decorative finishes and the like other than damage caused by negligent or defective workmanship of National Grid which shall be made good by National Grid at no additional cost to the Customer.

3. LIABILITIES

- 3.1 Notwithstanding any other provision in this Contract, National Grid accepts all liability if something National Grid does negligently causes death or personal injury, or physical damage to property.
- 3.2 For the avoidance of doubt, nothing contained within these terms and conditions affects the Customer's statutory rights.
- 3.3 In respect of all other loss or damage suffered by the Customer under this Contract, where the cause of the loss or damage is the fault of National Grid, National Grid's liability shall, subject to clause 3.4, be limited to an amount not exceeding the amount payable by the Customer under clause 8.1 less any amount paid by National Grid to the Customer in accordance with the compensation scheme relating to its Standards of Service as may apply from time to time.
- 3.4 Subject to clause 3.1, under no circumstances does National Grid accept liability for business loss (which includes without limitation loss of contracts, loss of profits, loss of revenue, or loss of anticipated savings in expenditure) as a result of either National Grid's breach of the Contract or National Grid's negligence or otherwise.

4. TIMESCALES

- 4.1 National Grid shall:
- advise the Customer, following (i) receipt of the Customer's Order or (ii) any survey (if deemed necessary by National Grid) or (iii) the acceptance of the Customer of any variation in accordance with clause 7.1 below (whichever is the later), of the proposed commencement date of the Works;
 - use reasonable endeavours to complete the Works by the date specified in the Customer Order;
 - carry out the Works on National Grid's normal working days between the hours of 08.00 and 17.00;
 - give the Customer at least 2 days prior notice of any amended commencement date of the Works; and
 - having commenced the Works, complete the Works without undue delay unless delayed or prevented from doing so by events or circumstances beyond its control when it will be entitled as appropriate to either reasonable additional time or to terminate the Contract, and in the event that National Grid terminates the Contract pursuant to this clause 4.1(e), National Grid shall refund the Customer all payments made by the Customer under this Contract.

5. INFORMATION AND ACCESS

- 5.1 The Customer shall:
- provide accurate information in the Order and the Acceptance;
 - obtain any necessary consents for the service pipe to cross land or property not belonging to the Customer (other than public highways). National Grid will on request provide without charge an acceptable standard form of consent. In carrying out the Works, National Grid shall be entitled to rely upon the Customer's confirmation that such consents have been obtained;
 - provide access as necessary to the Premises and third party property for the Works; and
 - ensure that any built-in cavity meter box (when the Works involve the removing and re-fixing of a meter installation at the Premises) has been fully installed prior to commencement of the Works.
- 5.2 National Grid will assume:
- that, where the Works involve the alteration of the existing service pipe to the Premises, the existing service pipe to the Premises does not cross third party land (other than a public highway) and that the altered route of the service pipe to the Premises will not cross third party land (other than a public highway);
 - that, where the Works involve the alteration of the existing service pipe to the Premises, the altered service pipe to the Premises can follow, without any obstruction and without crossing bridges, tunnels or other such similar civil engineering works the shortest direct route from the location of the existing service pipe (immediately prior to the point of alteration) to the termination point of the altered service pipe;
 - that, unless the Order indicates to the contrary, the Premises does not form part of a multi-storey property;
 - that the Works do not form part of a request for an increased load;
 - that the new location of the meter (if any) as requested by the Customer complies with all relevant laws and regulations;
 - that the existing meter installation at the premises is suitable for the re-fixing at the proposed location; and
 - that the Works relate to a premises that has a maximum gas consumption rate of 6 cubic meters per hour.

5.3 Upon arrival at the Premises, National Grid shall carry out an inspection to confirm, so far as practicable, that the assumptions set out in clause 5.2 and the information provided by the customer in the Order are correct before carrying out the Works. In the event that the information or any one or more of the assumptions are not correct, and the Customer did not draw this to National Grid's attention at the time of placing the Order, then National Grid shall be entitled to terminate the Contract immediately and will refund the Customer any part of the payment made which has not been reasonably incurred by National Grid in relation to the Works at the time of termination.

5.4 In the event that the Customer fails to comply with any part of clauses 5.1(b) to 5.1(d), then National Grid shall be entitled to terminate the Contract immediately and will refund the Customer any part of the payment made which has not been reasonably incurred by National Grid in relation to the Works at the time of termination.

6. MULTI-STOREY PROPERTIES

- 6.1 If the Premises is a part of a multi-storey property (i.e. if there are separate dwellings above or below the Premises in the same building), then National Grid may terminate the Contract if National Grid determines (in its sole discretion) upon arrival at the Premises that the gas supply at the Premises is not suitable for alteration due to the construction of the building or the layout or configuration of the gas supply to the Premises and other premises within the multi-storey property.
- 6.2 In the event that National Grid does so terminate the Contract, then National Grid will refund the Customer the full amount of any payment made by the Customer before the date of termination.

7. VARIATIONS

- 7.1 In the event that, following a survey (if deemed necessary by National Grid) or an inspection pursuant to clause 5.3, National Grid deems that variations are required to the Works and/or the price of the Works as set out in the Order, such variations shall be deemed to be Additional Work and the provisions of clause 8.2 shall apply.

8. PAYMENT

- 8.1 The Customer shall make payment (including VAT when applicable) in full with the Order.
- 8.2 In the event that additional work is necessary to complete the Works ("Additional Work") either due to:
- an event which is not reasonably foreseeable; or
 - the Customer altering the requirements that it originally set out in the Order; or
 - incorrect or incomplete information provided by the Customer
- then National Grid shall be entitled to make additional charges ("Additional Charges") to the Customer in respect of the Additional Work. National Grid shall explain to the Customer the purpose and content of the Additional Work being carried out, and shall be the additional cost to National Grid (plus VAT where applicable) incurred as a result of carrying out the Additional Work. Payment for the Additional Charges must be made by the Customer within 30 days of the date of the invoice. In the event that the Customer fails to agree to the Additional Charges, National Grid shall not be obliged to carry out the Additional Work, nor complete the Works, and the Customer shall be deemed to have terminated the Contract and the provisions of clause 9.1 below shall apply.

8.3 If National Grid incurs a charge under section 74A of the New Roads and Street Works Act 1991 (Lane Rental Charge) that is higher than the amount included in the quotation National Grid is entitled to charge the Customer for the excess providing it has:

- Used reasonable endeavours to avoid or minimise that extra charge, and
- Notified the Customer as soon as reasonably practicable (and in any case not more than 10 Working Days) after becoming aware that a Lane Rental Charge higher than the estimated charge in the Quotation has been or will be incurred.

8.4 If the actual Lane Rental Charge paid by National Grid is less than the estimated amount paid by the Customer, National Grid will refund the excess.

9. TERMINATION

- 9.1 The Customer may terminate this Contract at any time by giving at least one full working day's notice but must pay to National Grid all costs (including VAT when applicable) reasonably incurred by National Grid directly and foreseeable up to or as a result of the Customer's termination except where the Contract is terminated pursuant to National Grid's breach of the Contract.
- 9.2 National Grid may terminate the Contract:
- immediately if the information given by the Customer is incorrect and significantly affects the Order. National Grid will refund to the Customer any part of the payment made which has not been expended or committed in relation to the Works at the time of termination. National Grid may also terminate the contract in accordance with Clause 8.2.
 - by giving five (5) working days written notice if the works are not completed within 6 months from the date of the quotation where the delay is not due to the fault or default of National Grid. Where National Grid terminates under this clause it will refund any part of the payment made which was not reasonably incurred by National Grid at the time of termination.
- 9.3 Where a quotation has been provided by National Grid through its web portal over the internet, then at any time up to two working days after Acceptance by the customer of the quotation National Grid may terminate the contract by written notice if any of the following apply:
- if the premises are not connected to a pipeline system operated by National Grid, or
 - if the service pipe diameter connecting the premises is greater than 1" if metallic or 32mm if PE (plastic).

10. USE OF CONTRACTORS

- 10.1 National Grid is entitled to sub-contract the whole or any part of the Works.

11. WARRANTY

- 11.1 National Grid warrants that the Works will be fit for purpose and free from defect (except such as arises from user abuse or improper operation) for one year from the completion of the Works.

12. OWNERSHIP OF SERVICE PIPE

- 12.1 The altered service pipe shall at all times belong to National Grid.

13. CONFLICT, NOTICES AND JURISDICTION

- 13.1 In the event of any conflict or ambiguity between the Order and these terms and conditions, these terms and conditions shall take precedence.
- 13.2 Any notice must be served by prepaid post, fax or email to the relevant National Grid contact details shown on the Quotation or Customer contact details provided at the time of placing the Order.
- 13.3 The Contract is governed by the laws of England and subject to the exclusive jurisdiction of the English Courts where the Works are carried out in England or Wales, and the exclusive jurisdiction of the Scottish Courts where the Works are carried out in Scotland.

QUOTATION CHARGE TERMS AND CONDITIONS

For work requests that are subject to Quotation Charges the following Terms and Conditions apply. In consideration for the Customer providing the necessary information as defined in National Grid's Connections Business Rules and paying the Quotation Charge as set out in National Grid's Gas Distribution Connection Service Charges, published from time to time on the internet, National Grid will prepare and issue a quotation to meet the Customer's requested requirements to either supply a new gas service connection or an alteration to an existing service connection. National Grid will provide a quotation within the timescales set out in National Grid's Connections Business Rules.

In the event that National Grid does not provide a quotation within the timescales specified above or that the quotation is inaccurate then any liability to the Customer arising from the delay or inaccuracy as the case may be will be capped at either the level of compensation provided for in any statutory rules applying from time to time or the amount of the Quotation Charge paid by the Customer, whichever is the lesser. No provision of this agreement shall or may be construed as creating any rights enforceable by a third party (whether under the Contracts Act or otherwise) and all third party rights as may be implied by law (whether under the Contracts Act or otherwise) are hereby excluded to the fullest extent permitted by law from any Contract.

This agreement is governed by the laws of England and subject to the exclusive jurisdiction of the English Courts where the Works are carried out in England or Wales, and the exclusive jurisdiction of the Scottish Courts where the Works are carried out in Scotland.