HM Revenue & Customs

Climate Change Levy supplier certificate

When to use this form

Use this form to claim relief against the main rates of Climate Change Levy (CCL). Your supplier is legally obliged to receive this certificate before administering any relief. You need to complete a separate form for each taxable commodity.

Do not use this form to claim the VAT reduced rate.

If you need further help or advice go to **hmrc.gov.uk** or phone the Excise Helpline on **0845 010 9000**.

Fill the form in online then print it off to sign and date the declaration.

Qualifying business and relief claimed

1 **Name of qualifying business**

2 **Address of qualifying business**

Postcode

You must complete a separate certificate for each supplier and commodity on which you wish to claim relief.

3 **Account reference number***
This is the number shown on your energy bill or invoice

4 **Electricity meter supply number***
This is the number shown on your energy bill or invoice

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5 **Gas meter point reference number***
As shown on your energy bill or invoice

6 **Identify one commodity on which relief is claimed**
Tick one box only

Gas ☐ Electricity ☐

LPG ☐ Solid fuel ☐

7 **Date from which relief is to be applied** *DD MM YYYY*

8 **Percentage of supplies eligible for relief from CCL**
Take this from box 8b on your PP10 Climate Change Levy Relief supporting analysis

%

9 **Energy supplier's name**

**If you have more than one reference number for the same commodity from the same supplier, write them on the back of this certificate and tick this box* ☐

Declaration

If you don't give complete and accurate information on this certificate you may receive a financial penalty. If HMRC impose a penalty you have the right to appeal.

10 **I declare that the information I have given on this form is complete and correct.**

Full name of responsible person within the business

Date *DD MM YYYY*

Signature

Phone number

What to do next

Once you have completed the form, you must:

- print the form, sign and date the declaration
- keep a copy for your own record, and
- send it to your supplier.

Do not send a copy of this certificate to HMRC.

Your rights and obligations

Your Charter explains what you can expect from us and what we expect from you. For more information go to **hmrc.gov.uk/charter**