

Application for Membership



This form must be completed by a director, partner or owner of the Applicant. It includes a number of important legal declarations. References to “you” or “your” are to the Applicant. References to “us” or “we” are to REAL. References to “us” or “we” are to REAL. All terms defined in the Terms of Membership shall have the same meaning in this form unless otherwise stated.

Document checklist

With your application, you are required to provide us with copies of the following documentation: Included N/A

- Public Liability insurance
- Professional Indemnity insurance
- any promotional material, including hard-copy materials, sales presenter, and e-marketing, that will be seen by your Consumers
- evidence that all your installers have been trained to install EV chargepoints
- if you are a sole trader or in a partnership, photographic ID for all owners/ partners e.g. passport of driving licence

1. Your business details

Business name (legal entity ¹)			
Trading name (if different)			
Entity type ²		Company number ³	
Address			
Telephone number		Main Email	

2. Individual contact details

Primary contact			
Name		Position	
Email			
Billing contact (if different)			
Name		Email	

3. Website and social media

If you advertise your business online please provide the username(s) for all social media platforms you use:

Website		LinkedIn	
Facebook		Instagram	
Twitter		Other	

1 Please indicate your legal entity name. e.g. ABC Ltd.

2 Please indicate the entity type. e.g. limited company, sole trader, partnership &c.

3 Please provide your Companies House registration number if you are a limited company.

4. Business model

Yes No N/A

4.1 Do you intend to sell directly to domestic Consumers?

If YES, EVCC Members must use the EVCC model quotation, contract and cancellation form. This paperwork complies with the EVCC requirements and relevant consumer protection legislation. These will be provided to you in an editable medium once your application has been approved.

4.2 When you contract with a Consumer will they be asked to sign a contract or order form in their home in the presence of your company representative?

4.3 Do you complete a site survey and/or check the adequacy of a Consumer's property for an EV chargepoint before completing the installation?

4.4 If you offer finance to your Consumers, please provide your FCA authorisation number, or the name and FCA authorisation number of your Principal if you are an Appointed Representative.

4.5 If you take or intend to take deposits from your Consumers, do you confirm that any deposit taken will not exceed 15% of the contract value?

4.6 How long is the workmanship warranty that your offer or intend to offer consumers?

4.7 Please confirm that you have read and understood the EVCC requirements for [protecting deposits](#) and [protecting workmanship warranties](#)?

5. Eligibility criteria

Yes No N/A

5.1 Are you authorised by the Office for Zero Emission Vehicles (OZEV) under its Electric Vehicle Chargepoint Grant?

5.2 If you use sub-contractors to install EV Chargepoints, are they authorised by OZEV under its Electric Vehicle Chargepoint Grant?

5.3 Do you have membership of a Competent Persons Scheme e.g. NICEIC/ NAPIT?
If yes, which association is your membership with:

5.4 Have all of your relevant installers been trained to install EV Chargepoints, e.g. have achieved City & Guilds 2919-01 or 2919-02?

5.5 Do you undertake to comply with the IET Code of Practice?

5.6 Do you undertake to only install EV Chargepoints that are 'smart' and meet all appropriate standards (as set out in Section 1.2 of the Code)?

5.7 Are you approved by EST Scotland under its Domestic Chargepoint Funding scheme?

6. Declarations

	Yes	No
6.1. In the past 5 years, has the Applicant or any individual closely associated with it ⁴ , been involved with any business that has:		
• been the subject of the appointment of a receiver, liquidator or administrator?	<input type="checkbox"/>	<input type="checkbox"/>
• been the subject of an arrangement with creditors, or of a resolution for winding up?	<input type="checkbox"/>	<input type="checkbox"/>
• become insolvent (including bankruptcy)	<input type="checkbox"/>	<input type="checkbox"/>
• been dissolved?	<input type="checkbox"/>	<input type="checkbox"/>
6.2. Are there any unsatisfied Court judgment(s) against the Applicant, any individual closely associated with it or any business with which those individuals have been involved?	<input type="checkbox"/>	<input type="checkbox"/>
6.3. Has any individual closely associated with the Applicant previously been disqualified from acting as a company director?	<input type="checkbox"/>	<input type="checkbox"/>
6.4. Has the Applicant, or any individual closely associated with it, been involved with a business that has:		
• previously been an EVCC Member and had its membership terminated?	<input type="checkbox"/>	<input type="checkbox"/>
• previously applied to be an EVCC Member and had its membership application rejected?	<input type="checkbox"/>	<input type="checkbox"/>
• been a Connected Contractor ⁵ to a current and/ or former EVCC Member?	<input type="checkbox"/>	<input type="checkbox"/>
6.5. In the past 5 years, has the Applicant business, or any individual(s) closely associated with it, been involved with any business that has:		
• had a complaint upheld against it, in part or in full, by Trading Standards?	<input type="checkbox"/>	<input type="checkbox"/>
• had a complaint upheld against it by the Information Commissioner's Office?	<input type="checkbox"/>	<input type="checkbox"/>
• engaged in any activity which has adversely affected consumers and/or would risk damaging the reputation of EVCC?	<input type="checkbox"/>	<input type="checkbox"/>

7. Confirm Declarations

By signing this form you confirm that:

- the information provided in this form is true and, accurate,
- you have read and understood the EVCC and Terms of Membership and agree to comply with them, and
- you will inform us immediately should any change in circumstances mean that any of the declarations made are no longer valid, including if you appoint any individual as a director, partner or senior staff member which would have resulted in you answering Yes to any of those declarations?

I understand that providing false or misleading information in this form or during the application process may result in the rejection of the application or the immediate termination of EVCC membership.

Signature: _____

Full name: _____

Position/Business Title: _____

Date: _____

⁴ In these declarations, "individuals closely associated" with the Applicant include its directors, partners, shareholders, senior staff (regardless of job title), any other individuals closely associated with it and close family members. Where the Applicant is a sole trader, this includes the Applicant itself.

⁵ "Connected Contractor" can incorporate or unincorporated business which has a director (including a de facto or shadow director), partner, shareholder, senior manager, member or owner who has previously been or is currently a director (including a de facto or shadow director), partner, shareholder, senior manager, member or owner of a current or former.