

Guidance on completing the form

Only 4 steps are required to complete the form and create your own energy saving data for your home, office or business.

1. Collect Key Information first

Name:		Building Description:	
Address:			
Post Code:			
Contact Name:			
Tel:			
Email:			
Date:		ON	
Price per KW/hr:	0.35	OFF	
Days Open Per Year:	365		

- Name
- Address
- Contact Name (Installer, FM, General Manager etc)
- Contact Points (Tel Mobiles Email etc)
- Date of Survey
- Price per kWh (in daytime rate if daytime occupation. Average the rate between day rate and night rate if it is a 24hr building occupation such as a factory or hospital).
- Days open per year
- Building Description- describe what the building does
- Personalise with logo or image of home or business being surveyed in white box

2. Add the time the building opens with the time of the first person arriving and put this on the ON box. Record the time of the last person leaving and record on the OFF box

ON	
OFF	

3. Input energy used by each electrical load that customer wishes to replace with energy saving controls (in this case we have used the lighting). Record the following items on the sheet. The blue columns will do the calculations automatically in the next step.

- Location Description
- Products to be installed (Elkay can help you with this!)
- Number of lamps
- Wattage of Lamps
- ON time
- OFF time

Location Description	Products to be installed	Number of Lamps	Wattage per lamp	Power rating of lights controlled	kW/hr	KgCO2/Hr	On Time	Occupancy Time
Booking Hall	376B-1	3	9	27	0.03	0.01	10.00	4.00
Disabled Toilet	376A-1	1	28	28	0.03	0.01	10.00	4.00
Gift Shop	374C-1 x2	6	32	192	0.19	0.08	10.00	4.00

4. Energy Survey excel sheet will now calculate energy usage in kWh , CO₂ and £ cost based on the items entered in 3 above.

Annual Saving kWh	44,884.05
Annual Saving KgCO₂	19,300.14
Annual Saving Cost GBP	15,709.42

Current kWh Total	Current KgCO ₂ Total	New kWh Total	New KgCO ₂ Total	Annual Cost GBP	New Annual Cost GBP	Annual Saving kWh	Annual Saving KgCO ₂	Annual Saving Cost GBP
98.55	42.38	39.42	16.95	34.49	13.80	59.13	25.43	20.70
102.20	43.95	40.88	17.58	35.77	14.31	61.32	26.37	21.46
700.80	301.34	280.32	120.54	245.28	98.11	420.48	180.81	147.17

5. Order the Elkay products recommend at either our online partners or local stockists shown on our website and book your electrician to complete the work.

ElkayTM

HOW TO BUY OUR PRODUCTS?
YOU CAN CHOOSE!

BUY ONLINE **BUY LOCAL**

The advertisement features the Elkay logo on the left. The central text asks 'HOW TO BUY OUR PRODUCTS? YOU CAN CHOOSE!' and offers two options: 'BUY ONLINE' and 'BUY LOCAL'. The 'BUY ONLINE' option is illustrated with a blue background showing a computer keyboard with a calculator icon. The 'BUY LOCAL' option is illustrated with a photograph of a smiling man in a light blue shirt standing in a hardware store aisle, reaching for a product on a shelf.