

Client or Installer	Task	Deadline
Client	<p>Contact FIT licensee to discuss their application process.</p> <p>If client currently receives electricity from one of the “big six” energy companies (British/Scottish Gas, EDF, E.On, Scottish and Southern, Npower and Scottish Power) then you can only receive FITs from them unless you are with a non “big six” energy supplier.</p> <p>Full list available here – http://www.ofgem.gov.uk/SUSTAINABILITY/ENVIRONMENT/FITS/RFITLS/Pages/rfitls.aspx</p>	ASAP
Installer	Have the PV system installed and fully commissioned	<p>24th November</p> <p><i>This is based on fact that the MCS certificate is not obliged to be provided by the installer any sooner than 10 days after commissioning. If install happens after this date then there is the risk of not receiving FITs unless MCS installer assures that they will give provide the MCS certificate before 8th December.</i></p>
Installer	MCS Installer generates MCS certificate which should be emailed to client, unless no email address, in which case they should post.	8 th December
Client/Installer	Submit application to FIT supplier by Special Delivery (ensuring next day) including MCS certificate, meter details and readings (taken within 5 working days of completing application form).	<p>8th December (Thurs)</p> <p>Unless FIT supplier accepts electronic applications (ensure client has printed and/or saved any confirmation reference number/email from FIT licensee</p>
	FIT Licence receives application	9 th December (Fri)
Client	Contact FIT Licensee to ensure they have received payment.	10 th December (Sat)
	Ultimate deadline (note 11 th December is a Sunday)	12 th December (Mon)