



Home Information Packs Questionnaire

(For use by Energy Assessors, HIP's and HCR providers)

	Past 12 months		Estimate for next 12 months	
	Number	Income	Number	Income
a) How many HIP's has the firm provided?	<input type="text"/>	£ <input type="text"/>	<input type="text"/>	£ <input type="text"/>
b) How many HCR's has the firm provided?	<input type="text"/>	£ <input type="text"/>	<input type="text"/>	£ <input type="text"/>
c) How many Energy Performance certificates has the firm provided?	<input type="text"/>	£ <input type="text"/>	<input type="text"/>	£ <input type="text"/>

d) Please list all consultants who carry out this work:

Name (please provide a CV for each consultant)	Qualifications	EPC's	HCR's	HIP's
		✓	✓	✓

Continue on a separate sheet in necessary

e) Average number of HCR produced in a day by the most productive consultant:

f) Maximum number of reports produced a day by a single consultant:

g) Please indicate which elements of the HIP will be compiled "in-house" and which will be outsourced to third party suppliers:

	In-house	Third Party
Terms of sale	<input type="text"/>	<input type="text"/>
Evidence of title	<input type="text"/>	<input type="text"/>
Planning/listed and Building Regulations consents and approvals	<input type="text"/>	<input type="text"/>
Warranties and guarantees	<input type="text"/>	<input type="text"/>
Searches*	<input type="text"/>	<input type="text"/>
Environmental searches	<input type="text"/>	<input type="text"/>
Leasehold information	<input type="text"/>	<input type="text"/>
Home Condition Reports	<input type="text"/>	<input type="text"/>
Compilation of HIP's	<input type="text"/>	<input type="text"/>
Updating and copying HIP's	<input type="text"/>	<input type="text"/>

h) *Please list all searches that are carried out "in-house":



i) Please confirm that all third party supplies/sub-contractors used for HIP's maintain professional indemnity insurance. **YES** **NO**

j) What certification schemes does the firm work through?

k) Please describe any other elements of your service that you think may be relevant to underwriters including how you manage the risk of negligence claims arising from HIP's:

Signed

Date

Name of Firm