

How to read your gas bill

1 Account Number
123 123 1234 56

2 Gas
Meter point reference
123456789

3 Efficient Energy
0800 00 000
efficientenergy.co.uk
Mon-Fri 8am-8pm

4 24 hour emergencies
Electricity 0800 00 001
Gas 0800 00 002

5 Bill Date: 20 November 20XX
Page 1 of 2



6 Mrs P Smith
1 Electric Avenue
Brighttown
BR0 0AA

Hello Mrs P Smith

Your gas bill

For 20 October 20XX - 20 November 20XX (31 days)	7
The balance on your latest bill	8 £12.36 in credit
You paid us 1 payment of £72.00	9 £72.00 credit
Your charges for this period (including VAT@5%)	10 £96.36
Your new account balance	11 £12.03 in debit

Your monthly payments are INCREASING **12**

Heading into the winter period your account is in debit. This means you have a fuel debt. This is likely to increase as your gas consumption rises during the winter months. To help ensure you do not end up with a significant debit on your gas account your Direct Debit will be increasing.

COULD YOU PAY LESS? **13**

Over the next 12 months
Gas personal projection £867

This is based on an estimate of your usage last year. It includes your current tariff and our standard tariff once your current contract comes to an end in December 20XX.

Our cheapest tariffs
You are already on our cheapest tariff

Remember it may be worth thinking about switching your supplier to ensure a better tariff. **14**

Different suppliers will have different-looking bills. Bills will also look different depending on the way you pay. See inside for information relating to the numbers in circles.



Action for Warm Homes

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Gas					
Meter: 123456789			Tariff: Gas Efficient Tariff 20XX		
Period	Previous Reading	Latest Reading	Gas Units Used	kWh rate	Charge
	15	16	19	21	23
20 Oct xx- 20 Nov xx	0832 your read	0899 estimated	67 = 2149 kWh ¹	x 3.911p=	£84.05
		17			
Standing charge (31 days @ 25.00p per day)					22 £7.75
Total gas charges for this period					£91.80
¹ Your gas meter measures usage in units, but like all suppliers we have to do a bit of maths to turn it in to kWh. Here's how it works: GAS UNITS USE X 2.83 X CALORIFIC VALUE (39.9) X VOLUME CORRECTION (1.02264) + 3.6 20					

ABOUT YOUR TARIFF

You can use the information below to compare your current tariff with others.

Gas 24

Tariff name	Gas Efficient Tariff 2017
Payment method	Monthly Direct Debit
Tariff end date	31 Dec 20XX
Exit fee	£30 (for early cancellation of tariff)
Annual consumption	10,519 kWh (based on estimates)

How did you work out my Direct Debit?

18

Direct Debit payments are calculated in a specific way. Meter readings are used to estimate usage until the end of your annual billing period. This is then adjusted for typical weather patterns. Costs are calculated based on current prices and any outstanding balance.

Services for customers with specific needs

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If you have any extra needs, please contact us to let us know and ask us about our Priority Services Register.

Helpful information

Gas emergency

Smell gas or think there might be a gas leak?

Call 0800 111 999 (24hrs)

In the event that you can smell gas immediately turn off the gas at the meter control valve. Also ensure you do not expose the gas to any heat or flames. That means no smoking or lighting matches! Where possible you should also open any doors and windows to allow the gas to ventilate.

Impartial advice

The Citizens Advice Consumer Helpline provides free confidential and impartial advice on consumer issues and may be able to assist you during a complaints process. Visit www.citizensadvice.org.uk or call their helpline on

03454 04 05 06

Textphone: 18001 03454 04 05 06

Call charges may apply.

1. Your **ACCOUNT NUMBER**, sometimes called a **CUSTOMER REFERENCE NUMBER**, is unique to you and is used to identify your personal account details when you contact your supplier.
2. A **METER POINT REFERENCE NUMBER** or **MPRN** is attached to each UK property on the mains gas supply. It is needed when you switch your gas supplier or if you think there is a problem with your gas supply.
3. The **CONTACT DETAILS** of your gas supplier, including phone number and office opening hours.
4. **EMERGENCY CONTACT DETAILS** to be used out of hours.
5. The **DATE** your gas bill was issued.
6. The bill will be **ADDRESSED** to the person whose name appears on the account. You may wish to have more than one named person on the account in case of a change in circumstances.
7. The **PERIOD OF TIME** you have been charged for the gas you have used.
8. The **AMOUNT** that was left on your bill from the previous payment. This could be a credit, a debit or a zero balance depending on how you pay.
9. The **PAYMENTS YOU HAVE MADE** since the last bill.
10. This is the **TOTAL COST** of the gas you have used (or have been estimated to have used) for the billing period.
 - If you are a **Direct Debit** customer this will fluctuate throughout the year due to seasonality and the amount of gas used.
 - If you pay each bill in full, as with standard quarterly customers, it will usually show a zero balance followed by the full amount owed for the current billing period.
11. Your **NEW ACCOUNT BALANCE** or **AMOUNT OWED** will take into account any existing credit you have on your account and will show as either a credit, a debit or zero balance.
12. If you pay by **DIRECT DEBIT** you pay a fixed amount each month over a set period of time, usually a year. If these payments are too high and you are building up a large credit, or too low and you are building up a debt, your supplier will recalculate the amount you need to pay and will either increase or decrease your monthly payments to match your use.
13. **PERSONAL PROJECTION** is an estimate of your gas use over a set period of time, usually a year. This helps your supplier to set your payment plan if you are a **Direct Debit** customer, or can help people budget if they pay quarterly.
14. Cheaper tariff options now have to be highlighted to you by your supplier. Some suppliers will even tell you of cheaper tariffs with other energy suppliers. You can use an accredited switching site to view the best deals in your area.
15. Your **PREVIOUS** reading is the meter reading which is issued as the starting point for this billing period.
16. Your **LATEST** reading is the meter reading which is used as the end point for this billing period. It is used to generate your current bill.

17. **ESTIMATED** or 'E' readings are those supplied by your gas supplier when they do not have an **ACTUAL** or 'A' reading supplied by either yourself or a company meter reader. Some suppliers may show readings you have provided as **CUSTOMER**, 'C' or **YOUR** reading. **ESTIMATED** readings are based on your previous use and average consumption levels.
18. Further information on how the **DIRECT DEBIT** plans are calculated.
19. **GAS UNITS USED** is the amount of gas you have used during the set billing period. It is calculated by taking your **PREVIOUS** reading and subtracting it from the **LATEST** reading.
20. Gas is charged by kilowatt hour (kWh) so your **GAS UNITS USED** need to be formulated to change to kWh. The formula is the same across the industry.
21. kWh-rate is the current amount you are paying for your gas. You may be on a tariff that is **FIXED** and this will remain the same for the period of your contract, or you may be on a **STANDARD** tariff which means the cost of gas will fluctuate depending on the market.
22. The **STANDING CHARGE** is a fixed cost associated with providing your gas supply such as meter reading, maintenance and the cost of keeping your home connected to the network and fees paid to other companies who operate and maintain parts of the gas network.
23. The **CHARGE** is the amount you need to pay, minus VAT which will be added to the total cost at a rate of 5%. If the VAT on your bill is more than 5% you may be being charged a commercial rate and you should contact your supplier.
24. How you pay for your gas and the amount you pay is called a **TARIFF**. There are many different tariffs to choose from offering different payment options, discounts and terms and conditions. It is worth asking your supplier if you are on the best tariff, or looking to see if there is a better tariff with a different supplier. There may be a cancellation fee if you switch tariffs or suppliers.
25. All energy suppliers have to offer their vulnerable customers extra services. They each have a **Priority Services Register** which offers free support to those with extra needs. Contact your supplier for further details.

Call charges

Calling advice lines and other services may incur call charges. 0800 and 0808 numbers are free from landlines and mobiles. Standard rates apply for 01, 02 and 03 numbers (typically 9p-13p per minute from landlines and 3p-55p from mobiles depending on your network), however they are usually included in free call packages. See more information at www.gov.uk/call-charges



THE NATIONAL FUEL POVERTY & ENERGY EFFICIENCY CHARITY
NEA works across England, Wales and Northern Ireland to ensure that everyone can afford to live in a warm, dry home.

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