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Our Ref:

Email: [eco@ofgem.gov.uk](mailto:eco@ofgem.gov.uk)

Date: DD Month YEAR

Dear (...),

**Energy Company Obligation (ECO): notice of receipt of an application for extension**

We refer to the measures listed in Table 1 of Appendix 1 to this letter.

On xx/xx/xxx we received an application to extend the notification deadline for these measures under Article 25(4) of The Electricity and Gas (Energy Company Obligation) Order 2018<sup>1</sup>.

We are currently reviewing the application and the reason provided for not being able to meet the statutory deadline. We may request further information and/or evidence to support the application before we can make a decision to approve or reject it.

Please contact the ECO team at [eco@ofgem.gov.uk](mailto:eco@ofgem.gov.uk) if you have any questions regarding this application.

Yours sincerely,

**XXXX**

Assurance Assistant Manager XXXX

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<sup>1</sup> The Electricity and Gas (Energy Company Obligation) Order 2018 (as amended)

## Appendix 1 – Measure table

**Table 1: This table lists X ECO measures for which we have received an application to extend the notification deadline. Please see Chapter 7 of ECO3 Guidance: Supplier Administration for information regarding extension requests.**

<b>Extension Reference Number</b>	<b>Supplier Licence Code</b>	<b>Measure Reference Number</b>	<b>Measure Type</b>	<b>Date of installation</b>
XXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXXXXXXXX	XX/XX/XXXX