## EST Ecodriving Scheme Appendix 6: Client Confirmation Pro Forma

# Confirmation of Receipt of Subsidised Ecodriving Training

NB Email confirmations using this template must be sent directly from the business email account of the contact named below, to ecodriving@est.org.uk

|  |  |
| --- | --- |
| Organisation receiving ecodriving training |  |
| Month covered by this confirmation |  |
| Dates ecodriving training took place (specific dates or date range) |  |
| Training location(s) |  |
| Training supplier (driver training company or freelance driver trainer) |  |
| Number of drivers that received petrol or diesel ecodriving training during the period stated above and from the supplier stated above |  |
| Number of drivers that received EV or plug-in hybrid ecodriving training during the period stated above and from the supplier stated above |  |

I confirm the above details are correct to the best of my knowledge.

Name:

Job Title:

Organisation:

Phone Number:

**Notes:**

The Energy Saving Trust (EST) administers the Ecodriving Scheme on behalf of the Department for Transport.  This declaration forms one of the requirements that must be met before EST will make subsidy payments to the ecodriving training supplier named above.

The Energy Saving Trust may contact you again to verify the veracity of this confirmation and/or for further information.