



Scottish Power Hardship Fund Terms and Conditions

THIS HARDSHIP FUND MUST BE FOR DOMESTIC ACCOUNT HOLDERS ONLY.

The Fund can help clear debts for domestic electricity and gas owed to Scottish Power.

You must send us proof of your income. All evidence must be less than three months old with the exception of annual benefit letters for Works Pension / State Pension / Disability Living Allowance (DLA) and Child Benefit.

Your information may be used for the purpose of administering your application, your energy account with Scottish Power and for research and analysis purposes.

If your application is successful and you receive an award from the Fund to clear your debt, you cannot re-apply for a period of three years.

If you are accepted for a Provisional Award but your award is not confirmed you can re-apply six months from the date of the letter informing you of the Fund's decision.

If your application is unsuccessful and you are not accepted for a Provisional Award, you can re-apply if your circumstances change.

If any applicant makes any statements that are untruthful or intended to mislead, the application may be rejected. If any applicant has committed any act or omission that is detrimental to the interests of Scottish Power or the Independent Administrator, or their property or personnel, then the award may be declined.

Customers who are not successful may ask for a review of the decision of the independent administration case worker by a manager within the independent administrator whose decision is final.

The award of funding is between £100 and £3,000 (grants outside of these values will not be recommended without prior approval from Scottish Power, limits subject to variation from time to time).

Each application will be dealt with on a case by case basis, with consideration given to budget availability within the Fund at any given time. Any award will be appropriate to the size of the debt owed and the individual circumstances and at the discretion of the fund.

The level of grant may be less than the debt arrears owed for energy (a partial award).

The fund operates within its means and may restrict or cease payments at its discretion, operating on a "first come, first served basis".

The ScottishPower Hardship Fund is administered by Social Enterprise Direct, a wholly owned subsidiary of Advice Direct Scotland. Social Enterprise Direct is a Limited Company by Guarantee – No 415583. Registered Office: 2nd Floor, Brunswick House, 51 Wilson Street, Glasgow, G1 1UZ

The award of grant will be paid once there is clear commitment from all parties to maintain a good payment relationship. For repayment of debt this will generally be evidenced by:

- the payment of ongoing consumption and an affordable amount towards your arrears for the next three month period, or
- the payment of a final debt instalment plan for a three month period.

The grant will be paid earlier in exceptional cases (such as quality of life cases) at the recommendation of the Independent Administrator but at the discretion of Scottish Power.

The grant will be paid to the customer's Scottish Power energy account and not disbursed directly to the customer. It will be subject to the usual rules, terms and conditions of the Scottish Power account.