

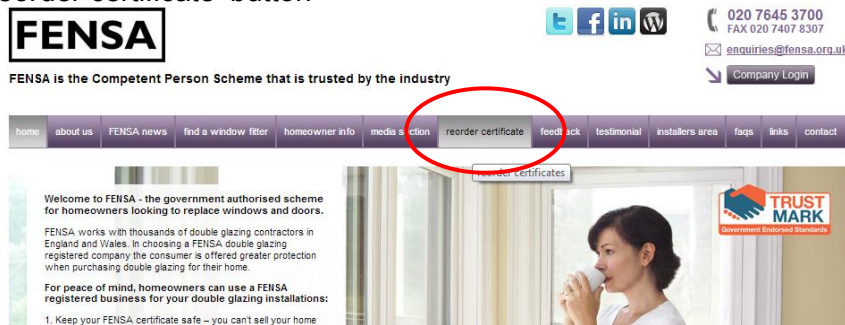
# South West uPVC

Alma Terrace, Gloucester. GL1 5PY. Tel 01452 311399 Fax 01452 311933 Web [www.swupvc.co.uk](http://www.swupvc.co.uk)  
**Windows, Doors, Carports, Conservatories, Fascia, Guttering, Cladding & Kitchens**

## FENSA Certificate Copy Procedure

### Process

1. We would have registered your products after installation.
2. FENSA would have sent a certificate and/or an offer of Insurance Backed Guarantee direct to you or the property owner soon after registration.
3. If the certificate is mislaid, a copy can be obtained for a small fee from FENSA
4. Go to: [www.fensa.org.uk](http://www.fensa.org.uk)
5. Click on the 'reorder certificate' button



6. Enter the installation postcode and house number



7. Click on 'Search'
8. Click the 'Continue' button of the certificate you require, for example:



Director: R. Colabella Registered in England No: 2698108 Registered VAT No: 575 971 880  
Registered Office: Fast-Fix House, Seymour Road, Gloucester. GL1 5PP.

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