

# Sheffield Renewables

## Community Share Offer Document September 2012

*Make an ethical and local investment with Sheffield Renewables and play a part in the city's first community renewable energy scheme, 'Jordan Dam Hydro'.*

**Offer open 15th September to 31st December 2012**



**Powered by water**

## **An Invitation to Invest**

The challenges of climate change and creating a sustainable society are enormous, yet bring with them a great opportunity to work together. Renewable energy is part of the solution and there is a growing movement of communities that have come together to make local renewable energy supplies a reality.

Jordan Dam Hydro will be Sheffield's first community owned renewable energy scheme. Through investing in Sheffield Renewables, individuals, organisations and businesses can contribute to the project, and do their bit for a greener, more sustainable city. With an 80kW rating our scheme is expected to be the largest community hydro project yet in England. There will be clear environmental benefits:

- Generating renewable energy equivalent to that used by 80 average homes;
- Carbon savings of around 170 tons of CO2 per year;
- Profits will fund other local environmental initiatives, including providing seed funding for future renewable energy schemes

Investors will become members of Sheffield Renewables, a community and social enterprise dedicated to developing renewable energy schemes in a way that benefits the environment, the city and its people. So this share offer is about more than investing in a renewable energy scheme, it's also about building a community. We already have more than 70 members. Imagine what we could achieve with a community of hundreds of people who want to see more, clean, local energy?

Our shares are offered as a social investment for public spirited and environmentally aware individuals and organisations. The aim is to provide an attractive ethical investment opportunity. Assuming the project performs as planned, we'll be able to pay investors a modest return, complemented by wider social and environmental benefits. We're setting out to raise £250,000 towards building Jordan Dam Hydro through Community Shares. We've already raised nearly £50,000 towards this total from an earlier share offer and this offer is the final push to reach the target. So please join this exciting project, and help build a legacy of sustainable, local energy supplies.

**Dr Richard Collins**  
**Chair**



## Offer Summary

- Invest anything from £250 to £20,000
- Option to pay in instalments for those on a low income
- We aim to pay a modest rate of interest after 2 years of operation
- We aim to allow you to “cash in” your shares after 3 years of operation
- HMRC have assured us that, subject to personal circumstances, investments will be eligible for EIS tax relief

Please see pages 9-10 for full terms of offer and page 12 for more on EIS tax relief.

Please only invest in this offer if you can afford to lose the money. Payments to shareholders are not guaranteed and are dependent on scheme performance.

If you have any questions about this offer please don't hesitate to get in touch

Email: [info@sheffieldrenewables.org.uk](mailto:info@sheffieldrenewables.org.uk)

Tel: 0114 250 8367



“ I will be investing in Sheffield Renewables because I have seen the investment of time, energy and enthusiasm of the volunteers involved that has brought the Jordan Dam Hydro Project this far. It is now much more than an opportunity for a financial investment but an opportunity to invest in Sheffield and in the next generation. It can only add to Sheffield's reputation as a “green” city. ”

Dave Berry (Volunteer and Investor)

## Contents

The Community Share Offer.....	4
About Sheffield Renewables.....	5
Business Plan.....	6
Jordan Dam Hydro .....	7
Terms of the Community Shares.....	9
The Inclusion Scheme.....	10
Risk Factors.....	11
Tax relief benefit (EIS).....	12
Asset Lock.....	12
Pioneer Investors.....	12
Our Management Team, Advisors, and Institutional Supporters.....	13
How to Invest in the Community Share Offer.....	15
Terms and conditions of payment.....	16
Application for Sheffield Renewables Community Shares.....	17
Nominee Appointment Form.....	18

### *Supporting Documents*

- 1 - The Rules of Sheffield Renewables Limited
- 2 - Sheffield Renewables Summary Business Plan
- 3 - Jordan Dam Hydro Summary Business Case

These documents will be available on request or to download from [www.sheffieldrenewables.org.uk](http://www.sheffieldrenewables.org.uk).

### *Guidance on Community Shares*

“Investing in Community Shares” published by the Community Shares project (Co-operatives UK & Development Trusts Association, now Locality) provides information and guidance for those considering investing in Community Share Offers. This can be downloaded from [www.communityshares.org.uk/resources](http://www.communityshares.org.uk/resources) or is available to purchase from Sheffield Renewables for £1.00.

## The Community Share Offer

Sheffield Renewables Limited\* (Sheffield Renewables or The Society) and the Board of Sheffield Renewables (The Board) accept responsibility for the information contained in this document. To the best of the knowledge of the Society and the Board the information contained in this document is in accordance with the facts and contains no omission likely to affect its substance.

Prospective investors should read the whole text of this document and should be aware that the intended outcomes of an investment in the Society are speculative and involve significant risk. Prospective investors are advised to read with particular care the sections of this document headed 'Terms of the Community Shares' (pages 9-10) and 'Risks' (page 11)

This share offer is exempt from the Financial Services and Markets Act 2000 or subsidiary regulations; this means there is no right of complaint to an ombudsman. A Community Benefit Society is registered with but not authorised by the Financial Services Authority. The money paid for shares is therefore not safeguarded by any depositor protection scheme or dispute resolution scheme, so investors may lose some or all of their investment. As the whole of the investment could carry this risk, please consider it carefully in the context of the complete share offer document, and if needed seek independent advice.



“ Sheffield Renewables is a social enterprise. I believe that businesses like this are so important for the future of our economy. It is about trying to make a real difference to the lives of people in Sheffield and it will also make a small but significant step to finding alternative ways of generating electricity that do not harm the environment. ”

Steve Barnard (Volunteer)

\* Sheffield Renewables Limited is a Community Benefit Society incorporated under the Industrial and Provident Societies Act 1965. Registered with the Financial Services Authority. Registration No: IP030736. VAT Registration No. 102929725. Registered Address: 25 Alexandra Road, Sheffield, S2 3EE

## About Sheffield Renewables

### *Aims, Motivations and Ethos*

Sheffield Renewables was established to develop, own and operate renewable energy projects in and around Sheffield, in a way that brings wider benefits. We are both a social enterprise and a community brought together by a shared concern about climate change, pride in the city and a belief in the strength of working together.

The Sheffield Renewables community is built on participation through our Volunteer, Support, Invest approach. We have a strong volunteer ethos, and benefit enormously from the work of our volunteers. Likewise we enjoy a broad base of local support. Investors too become part of our community, and are encouraged to take an active role within it. A broad membership and supporter base will give us a strong voice with which to promote renewable energy and environmental sustainability.

### *History and track record*

Sheffield Renewables has evolved impressively from an informal voluntary group formed in December 2007 to an energetic and committed social enterprise. To give a snapshot of our current position:

- An investment ready project at Jordan Dam
- 76 shareholding members
- Around 25 active volunteers, including a committed and capable management team of seven (see page 13 for biographies)
- We employ two members of staff: Emma Bridge is General Manager, bringing considerable management expertise, and James Duffy, an experienced civil engineer, is Project Manager
- More than 2000 local supporters follow our progress by newsletter, facebook and twitter

We have a proven track record in fundraising, attracting more than £100,000 of grants to fund start-up, overheads, staff, business advice and project development. We have also raised nearly £85,000 from two Community share offers. About £50,000 of this is set aside for the costs of building Jordan Dam Hydro, whilst the remainder has been allocated to project development and our on-going operating costs.<sup>1</sup>

Our progress has already attracted the attention of the local media, with a number of articles in the press, and interviews on TV and radio (see the media section of our website).

<sup>1</sup> For more detail of our finances please see our annual accounts which are published on our website

## Business Plan

Our vision is to develop a series of energy projects in and around the city, each bringing significant carbon savings and boosting local energy supplies. Each of these will be part-financed by a community share offer. For more about our future plans, please see our Summary Business Plan (which is available on our website).

The plan to develop additional projects affects the nature of the investment:

- Investments will be in Sheffield Renewables, rather than in the Jordan Dam Hydro project. The returns to investors will be a “blended return”, dependent on the performance of ALL projects.
- The success of future projects could affect the performance of investments. Members will therefore be informed of plans for new schemes, and will have a say in which go ahead.



“ Through Sheffield Renewables I have made friends and learnt a lot about constructing hydro schemes. But more importantly I really enjoy the way we welcome anyone into the group to volunteer however is best for them. We see many people gaining new experiences, knowledge and skills through their time with us. ”

Abigail Hathway (Volunteer & Investor)

## Jordan Dam Hydro

The Jordan Dam hydro-electric scheme will be Sheffield's first community owned renewable energy project. Jordan Dam, one of Sheffield's largest weirs, lies on the River Don on the outskirts of the city at Blackburn meadows. The scheme will employ an 80kW Archimedes screw and generate around 310,000 kWh of electricity per year. The scheme is now investment ready: feasibility work has been completed and the key permissions, Planning Permission and the Abstraction Licence are in place. We expect the project to be operational in late 2013.

Our target cost for construction of the project is £600,000. We are aiming to raise £250,000 towards these costs from Community Shares. The remaining funds will come from loans. We would like to exceed the £250,000 target if possible, and so reduce the amount we need to borrow. By reducing loan repayments, this would allow us to dedicate more income from the project to community benefit.

A more detailed report on project progress and our financial projections is available in the Jordan Dam Hydro Summary Business Case (which is available on our website).



Artists impression of Jordan Dam Hydro

### *Environmental and Social benefits*

- **Renewable Energy and Carbon Savings:** Jordan Dam Hydro will generate electricity equivalent to the consumption of 80 average homes, bringing CO2 savings of around 170 tons per year
- **Community Benefit Fund:** Surplus revenues will support local environmental initiatives. We will match all interest paid to investors with payments to our Community Benefit Fund. This is projected to total more than £100,000 over 20 years. The fund will:
  1. Provide seed funding for our future renewable energy schemes
  2. Support projects that can achieve a social benefit whilst helping the environment, for example by addressing fuel poverty.
- **Stimulating Community Renewables:** The scheme will position us to fund and deliver more projects. It will also contribute to the growing momentum behind community energy, helping encourage replication elsewhere. We are already helping other groups by sharing knowledge and expertise.

- **Volunteering, Skills and Jobs:** Sheffield Renewables provides a range of high quality, challenging volunteering opportunities for around 25 individuals. We are also creating green jobs within Sheffield Renewables.
- **Public engagement and communication:** The scheme will act as a vehicle for education and engagement on climate and energy issues, building on our existing Powerstation Sheffield web project
- **Unlocking Community Finance:** Promoting ethically motivated, local investment, which can finance a wide range of initiatives and empower communities to work together



“ Having worked in the renewable energy field, I was keen to learn more about hydro power and community organisations. I’ve mainly been helping in the technical team with planning and procurement aspects. It’s great to work around such enthusiasm to affect positive change and raise wider awareness. ”

Richard Mizzi (Volunteer)

### *How will we use the income from Jordan Dam Hydro?*

In order of priority, revenue will be used to:

- 1) Operate and maintain the scheme
- 2) Repay loans and pay interest on loans (and pay any tax)
- 3) Maintain our reserves
- 4) Set aside funds to repay share holders who wish to ‘cash in’ their shares

The remaining funds, the surplus, will be split equally between:

- The Community Benefit Fund
- Interest payments to shareholders.

## Terms of the Community Shares

Sheffield Renewables is issuing 'Community Shares'. The 'Community Shares' concept has been developed through a joint initiative of the Development Trusts Association (now Locality) and Co-operatives UK. Sheffield Renewables has adopted principles which they have established for share offers of this kind. The words 'Community Shares' do not, however, have any legal meaning and the rights of investors buying Community Shares in Sheffield Renewables Limited are those set out in this part of the offer document and by the Rules of Sheffield Renewables Limited. The Community Shares on offer are withdrawable shares issued by the Board as permitted by the Rules of the society.

Withdrawable shares can, subject to certain conditions, be 'cashed-in' with the organisation that issued them, in this case Sheffield Renewables. These shares are not transferable, which means they cannot be sold to a third party.

The terms under which the shares are offered are as follows:

### 1 Type of Shares Issued

1.1 The value of each share issued is £1.

1.2 The shares are not transferable, except in case of death or bankruptcy.

1.3 Any individual, group, corporate body or firm owning the minimum number of shares required for membership is a member of the Society. Each member has one vote at General Meetings of the Society.

### 2. Maximum and Minimum Investments

2.1 The minimum investment is £250 and the maximum is £20,000. For those who are unable to afford a single payment of £250, there are a limited number of places available to pay by instalments (See page 10 for more details of the Inclusion Scheme).

### 3. Offer Timescale

3.1 The Community Share Offer will be open until 31st December 2012. If the offer doesn't meet its target by this date, the Board will extend the offer by three months. If the target is not met by the end of the extended period, the Board may decide to extend the offer for a further period.

3.2 On receiving payment a receipt for the full amount will be sent to you and a £1 share will be issued to give you memberships rights.

3.3 A share certificate for the full amount of your investment will be issued only after the Board decides to proceed with construction of the Jordan Dam project. If the Board decides not to proceed with the project, or has not decided to proceed by 31st December 2013, investments will be returned. An administration fee of up to £10 may be charged to return investments.

### 4 Interest Payments

The Society aims to pay interest of 3% per annum on the shares with effect from the second anniversary of the date on which Jordan Dam Hydro starts generating electricity subject to the following conditions:

4.1 Any payment of interest must be made from trading surpluses and is at the discretion of the Board having regard to the long term interests of Sheffield Renewables, the need to maintain prudent reserves, the Society's primary commitment to community benefit, and the interests of shareholders;

4.2 The Board may, having regard to the principles set out in the preceding sub-paragraph, pay no interest or interest at a rate lower than the 3% per annum target;

4.3 In exceptional circumstances and having regard for the principles set out in paragraph 4.1, the Board may increase the target interest rate.

## 5. Withdrawal of Shares

The shares may be withdrawn with effect from the third anniversary of the date on which Jordan Dam Hydro starts generating electricity, subject to the following conditions:

5.1 After the close of the Society's financial year (30th September), the Board will allocate a fund for withdrawal of shares over the following year. The funds allocated for withdrawal will be from income in the previous year, and will be dependent on scheme performance in that year.

5.2 Applications to withdraw shares must be made on a withdrawal form. All withdrawals require three months' notice and shall be paid in the order in which applications are received by the Society until the maximum total withdrawal allocated for the year has been reached, at which point no further withdrawal payments shall be made.

5.3 All withdrawals must be funded from trading surpluses and are at the discretion of the Board having regard to the long term interests of Sheffield Renewables, the need to maintain prudent reserves and the Society's primary commitment to community benefit.

5.4 In exceptional circumstances, the Board may, at its discretion, waive the notice required for a withdrawal, or allow a payment to be made after the total allocated for withdrawal in that year has already been paid out.

## 6 Reduction in Share Value

If the Society's auditors or independent qualified accountants find that the Society's assets are insufficient to meet its liabilities to creditors and shareholders, the Board may decide to reduce the value of the society's shares for the purposes of withdrawal of shares. This means that the value of investors' shares would be reduced accordingly.

## 7 Dissolution

On the solvent dissolution or winding up of Sheffield Renewables, holders of the shares will have no financial entitlement beyond payment of outstanding interest approved by the Board and repayment of paid-up share capital. Any remaining funds must be used for community benefit.

The Rules of Sheffield Renewables Limited lay out the rights of members and the Society in full (available on [www.sheffieldrenewables.org.uk](http://www.sheffieldrenewables.org.uk) or on request).

## The Inclusion Scheme

Sheffield Renewables is committed to making this share offer open to as many people as possible within the Sheffield community, recognising the support received since the beginning of the organisation.

This scheme is to enable those on a low income who cannot afford a single payment of £250 (the minimum investment) to invest in instalments. There are a limited number of places on this scheme. These will be awarded on a first come, first served basis. Applicants must be able to complete the total payment of £250 in one year (as required by the Rules). Anyone investing through this scheme will become a member of Sheffield Renewables with full voting rights from the receipt of the first payment.

Please contact Jean Tinsley for an Inclusion Scheme application form. Applicants will also need to complete the Application Form at the end of this document.

Email: [jean@sheffieldrenewables.org.uk](mailto:jean@sheffieldrenewables.org.uk)

Telephone: 0114 250 8367

Post: Sheffield Renewables Ltd, 25 Alexandra Road, Sheffield S2 3EE

## Risk Factors

Sheffield Renewables is committed to the success of Jordan Dam Hydro and the organisation. At the same time, investors should be aware that the money they invest is at risk. Investors may not receive the projected returns, and could lose some or all of their investment.

To reduce the risk to investors, investments will initially be kept in a holding account. No funds will be spent from this account until the decision has been made to proceed with construction of Jordan Dam Hydro. As soon as this decision has been made shares will be issued to the full value of the investment. If the scheme does not go ahead, investments will be repaid (we may need to charge an administration fee of up to £10 to do this). The scheme will go ahead only once Sheffield Renewables is confident that the final costs and funding package will allow commitments to shareholders to be met.

The Board have carried out a full risk analysis of the project. The major risks identified are:

Factors which may delay or prevent completion of Jordan Dam Hydro:

1. There may be a shortfall in capital funding from shares or loans
2. Once we have run the tender process, the costs may be higher than anticipated
3. Delay and/or barriers to completing pre-accreditation for the Feed-in Tariff
4. Delay and/or barriers to completing final agreements with partners (e.g. lease)
5. We may encounter problems during construction (e.g. flood)

Factors which may affect operations of Jordan Dam Hydro and reduce revenue below projections:

6. The scheme may not perform as planned
7. River flows may be lower than historical averages
8. Electricity prices may be lower than expected
9. Operation may be interrupted due to mechanical failure, flood or other factors

Factors which may affect Sheffield Renewables operations:

10. A number of factors, including poor scheme performance, could cause insolvency due to lack of cash flow
11. Lack of suitable volunteers could affect our ability to continue running Sheffield Renewables

This list is not comprehensive, and represents the opinion of the Board as to the most significant risks at the present time. Measures are being taken to manage and mitigate all of the risks listed.

*How might low river flows affect shareholders in practice?*

If for example over the first five years we have only 80% of the expected river flow (based on historical averages) we won't be able to make any interest or withdrawal payments during this period.

## Tax relief benefit (EIS)

We have received Advanced Assurance from HMRC that this share offer will be eligible for Enterprise Investment Scheme (EIS) tax relief, so subject to personal circumstances, we expect tax relief to be available to investors. EIS is arranged between the investor and HMRC and the benefit to you will depend on your tax position. If you are eligible, you may be able to claim back a proportion of your investment against your tax liability.

If you are unsure, please seek your own professional advice.  
(Further information on EIS is at: [www.hmrc.gov.uk/eis](http://www.hmrc.gov.uk/eis))

## Asset Lock

The Rules of Sheffield Renewables Limited contain a statutory asset lock which restricts the ability of the Society to use or deal with its assets other than for the benefit of the community. In particular:

- The only payments that can be made to members are the value of withdrawable share capital or interest on withdrawable share capital
- The Society's assets cannot be transferred except to another organisation whose assets are similarly protected.

This means that the value of Sheffield Renewables' assets, including the Jordan Dam Hydro scheme, is secured for community benefit and cannot be 'demutualised' or cashed in. This reflects the Society's commitment to its social and environmental purposes and the basis on which shares are issued.



*“ I have invested in Sheffield Renewables as I want to put my savings to a positive use in the local community, supporting an initiative that will benefit the environment and is run co-operatively, rather than funding bankers' bonuses. ”*

Fran Belbin (Volunteer and Investor)

## Pioneer Investors

Sheffield Renewables is looking for investors who wish to volunteer to release some or all of their funds from the holding account immediately to help us finance any additional work which may be needed before proceeding with construction. This could include extra work to complete fund raising, for example by allowing us to continue to employ our General Manager. Investors choosing this option would have shares issued immediately and so be exposed to a much higher degree of risk. If the scheme did not go ahead, it is very likely that Pioneer Investors would lose their money. Equally, Pioneer investors would be making a valuable contribution that would help maximise our chances of delivering the project.

Please contact Sheffield Renewables if you wish to discuss making a Pioneer Investment.

## Our Management Team, Advisors, and Institutional Supporters

### Management Team

In common with charities and many social enterprises, Sheffield Renewables is governed by a voluntary board. The board is assisted by members of the management group, advisors and project volunteers.

Dr Richard Collins (Chair and Director)	Richard is a lecturer in Water Engineering in the Department of Civil and Structural Engineering (University of Sheffield).
Jean Tinsley (Director and Secretary)	Now retired, Jean spent 8 years as Area Head of Adult Education (Norfolk County Council) managing a team of ten and a budget of £500,000.
Mark Wells (Director)	Mark has been Development Manager at Sheffield Renewables, bringing experience of business development from a bio-tech start up.
Steve Barnard (Non Exec Director)	Steve leads on governance and user involvement at Northern Refugee Centre, and is Enterprise Projects Manager at High Green Development Trust. Steve has more than 20 years' experience in the third sector.
Emma Bridge (Staff- General Manager)	Emma is an experienced Project and Personnel Manager, with a track record of successful delivery in both the public and private sectors.
Alison Parker (Management Group)	Ali is a Renewables Project Manager and chartered town planner at Adas, managing planning applications and Environmental Impact Assessments.
Karthik Suresh (Management Group)	Karthik is a Chartered Engineer with experience in energy contract management, utility supply connections and renewables projects.
David Berry (Management Group)	Dave is a Property Manager (The Ethical Property Company) and was a local authority councillor for 15 years, with 3 years as deputy leader.
Paul Grassick (Board Advisor)	Now retired, Paul has spent his career setting up and advising businesses in the worker co-operative and community business sectors. He is director and Treasurer of Heeley Development Trust.
Christine Gilligan (Board Advisor)	Christine is a senior lecturer at Sheffield Business School, Sheffield Hallam University, where she lectures in strategy, change and entrepreneurship.
Graham Woods (Hydro Projects )	A retired Chartered Civil Engineer, Graham has worked in the water industry, both in the public and private sectors, for 40 years.
Keith Alford (Hydro Projects )	Keith Alford is a retired professional engineer with over 30 years' experience in contract management, including preparation of contracts and financial and project management of major construction contracts.
Richard Mizzi (Hydro Projects )	Richard is an Energy Consultant at Arup. His principal experience has been in advising clients on energy management and renewable energy.

### *External Advisors*

We participated in the Community Shares project (Co-operatives UK & Development Trusts Association), which was aimed at refining and promoting best practice in Community Share offers, and has assisted development of this offer. Advice from a number of external professionals and organisations has guided development of Sheffield Renewables and the Jordan Dam Hydro scheme.

Wrigleys LLP	Advice on legal structure and rules
TLT LLP	Advice on lease and other legal agreements
Co-operatives UK	Advice on community share offer and incorporation
About-turn Interim Management Ltd	Core financial model and business development advice
Derwent Hydro Ltd	Jordan Dam feasibility study
South Yorkshire Housing Association	Jordan Dam procurement strategy
J. S. Lewis Ltd	Jordan Dam economic model
Sleeping Consultants Ltd	Jordan Dam cash flow model

### *Institutional Supporters*

- Sheffield City Council provided grant funding to assist start up
- Grant funding has also been awarded from the Co-operative Enterprise Hub, CO2Sense, South Yorkshire Community Foundation and the Local Energy Assessment Fund
- Key Fund, an institutional investor in Social Enterprise, has invested over £14,000 in Sheffield Renewables.

## How to Invest in the Community Share Offer

- The minimum investment is £250 and the maximum is £20,000. For those who are unable to afford a single payment of £250, there are a limited number of places available to pay by instalments (See details of the Inclusion Scheme on page 10)
- Unless extended by the Board, this offer is open from 15th September 2012 to 31st December 2012. Applications must be received at the office of Sheffield Renewables Ltd no later than 5 pm on Monday, 31st December, 2012.

*To apply to invest please complete the appropriate application forms:*

- Individual or joint applicants – please complete the form on page 17
- Corporate applicants – please contact us to request an application form, or download one from our website
- Group applicants – unincorporated groups can also buy shares, please contact us to request an application form or download one from our website
- Applicants wishing to invest in instalments – There are a limited number of places available for those on a low income to invest in instalments. Please contact Jean Tinsley to request an application form (email: [jean@sheffieldrenewables.org.uk](mailto:jean@sheffieldrenewables.org.uk) or telephone: 0114 250 8367).

If you wish to nominate a person to receive your shares on your death, please complete the nomination form.



“ I have been active on ‘green’ issues since the late 70s. I joined Sheffield Renewables 3 or 4 years ago, not long after I moved to Sheffield. I was excited to find an organisation that was putting words into action and planning to build something that will make a difference. ”

Jean Tinsley (Volunteer and Investor)

## Terms and conditions of payment

1. Applicants may unconditionally cancel their application for shares and have their payment returned, by giving notice in writing within seven working days from the receipt of this form by Sheffield Renewables.
  2. Seven working days after receiving this form and payment, a single £1 share will be issued to the applicant by Sheffield Renewables Ltd. This share will give membership rights to the applicant until such time as the remaining shares are issued or payments are returned to all investors, when the minimum share holding required for membership will increase to £250.
  3. Payments will be held in a holding account until the Board of Sheffield Renewables has decided the Jordan Dam Hydro project can proceed. At that point the funds will be used to purchase the remaining community shares and share certificates will be issued by Sheffield Renewables Ltd.
  4. By completing and delivering an application form you, as the applicant, offer to acquire the number of shares in Sheffield Renewables Ltd specified on the form subject to the terms given in this document and subject to the Rules of Sheffield Renewables.
  5. After the initial seven day period, sums paid for shares will not be returned to applicants unless:
    - 5.1. The Board of Sheffield Renewables has not decided before 31st December 2013 that the Jordan Dam Hydro project can proceed; or
    - 5.2. The Board of Sheffield Renewables decides before that date that the project cannot proceed.
- In either of these cases funds paid to Sheffield Renewables Ltd from applicants will be returned to them less an administration fee of £10. Subject to the Boards discretion, some or all of this fee may be waived.
6. The information provided in application forms will be dealt with in accordance with data protection legislation and will not be disclosed to any third party except for the purpose of preventing crime; to the police, if required by law; to any relevant regulatory authority, if required by law; or with the permission of the person concerned.
  7. Applications will be processed in the order in which they are received and may be accepted or rejected at the absolute discretion of the Board of Sheffield Renewables. Any application rejected will be returned to the applicant together with a cheque for application monies received.
  8. By completing and delivering an application form you also confirm that in making the application you will not rely on any information or representation other than that contained in this offer document and this application form and agree that no person shall have any liability in connection with your application for any information or representation not contained in the offer document and application form.
  9. Payments held by Sheffield Renewables prior to issuing shares will not be eligible for interest.
  10. Interest waivers may be reviewed annually. Any applicants choosing to waive interest payments may choose to earn annual interest in years after the first interest payment has been made to shareholders.

**For admin purposes, please leave this section blank:**

Cheque or BACS received		Acknowledgement & rules sent	
Share Cert sent		Entered in QB	
Entered on members' database		Pot-inv email list - delete	
Member email list - add			

# Application for Sheffield Renewables Community Shares

I/we wish to become a member of Sheffield Renewables Ltd in accordance with the Society's rules.

I/we would like to apply for: £..... of shares (minimum £250)

First Name(s) in full	
Last Name	
Address	
Postcode	
Date of Birth	
Telephone	
Email	

For joint applications, all applicants (up to 4 persons) must sign. Please photocopy or print additional copies of this form for joint applications.

Please tick if you wish to waive the interest payments on your shares.

Please tick if you wish to receive communication by letter instead of email.

Please tick if you wish to nominate a person to whom you wish your shares to be transferred on your death and complete a 'Nominee Appointment Form'.

Please tick if you do not wish to receive the bi-monthly newsletter.

### Agreement

I/we agree to be bound by the Terms & Conditions included in the attached prospectus and the Rules of Sheffield Renewables Ltd. I/we understand that the Society's Board may reject my application and does not have to tell me why it has been rejected.

### Payment

Payment must be for the full value of the shares you wish to buy. Payments can be by bank transfer or by cheque. For cheque payments, please enclose a cheque payable to Sheffield Renewables Ltd.

Please tick here if you are paying by bank transfer.

Transfers should be made, quoting your last name as the reference, to Sheffield Renewables Ltd, Account Number 65 49 21 90, Sort Code 08-92-99

### Data protection & money laundering

The data provided by you on this form will be stored within a computerised database. This data will only be used for Sheffield Renewables Ltd purposes and will not be disclosed to a third party, unless required by law. It is a term of the offer that to ensure compliance with the Money Laundering Regulations 2003, Sheffield Renewables Ltd may at its absolute discretion require verification of identity from any person(s) seeking to invest.

### Signed

Signature:

Joint applicant(s) signature:

.....  
Date:

.....  
Date:

.....

.....

Please return to Sheffield Renewables Ltd, 25 Alexandra Road, Sheffield, S2 3EE

## Nominee Appointment Form

This form should only be completed if you wish to nominate a person to receive your shares on your death.

Your name and address:

Full Name

Address

Postcode

(We will use this address when we write to you.)

You can nominate a person to whom you wish your shares to be transferred on your death. We will respect those wishes (so far as the law and our Rules permit).

If you are a joint holder and you do not wish your holding to pass to the other joint shareholder(s) then you must complete this form. You may nominate a person to whom you wish your joint shareholding to be transferred on your death.

Please name your choice of nominee below:

Nominee's full name

Nominee's address

Postcode

I understand that it may not be possible for Sheffield Renewables Ltd (the Society) to action this request and I and my heirs will not hold the Society responsible for its actions.

I understand that these instructions can only be revoked or amended by my giving clear written instructions to the Secretary of the Society at the registered office.

I understand that trustees will need to be appointed if my nominee is under 16 years of age.

Signed as a deed

Signature:

A witness must sign here:

Date:

Name: .....

Date: .....

Please return with your application form.

“ I think energy is almost as important in sustaining human life as air, water or food. The world's population depends on energy. I need energy! Current energy production methods are unsustainable and drive climate change. I believe it's better to do something about this ourselves, co-operatively, and from which we all benefit, than to wait for it to be done for us. ”

Luke Wilson (Volunteer)

“ Since I retired from the university I have been involved with five non profit organisations, ranging from large to small, as a volunteer and trustee. Sheffield Renewables stands out from the rest for its all round competence, both technical and personal. If it can be done, Sheffield Renewables can do it. If not, they will tell you. ”

Steve Joseph (Volunteer)

#### Funders of the Inclusion Scheme



promoting enterprise, equity and engagement through community shares and bonds



#### General Funders



“ I volunteer for Sheffield Renewables because Sheffield has such a rich heritage of being powered by the rivers and streams around it. With our dependence on foreign oil and the effects of climate change it just seems obvious that we use this clean free source of power again. If Little Mesters could use it 200 years ago surely we should be using it today. ”

Thomas Harrison (Volunteer)