

LETTER OF AUTHORITY

Registration No.

Telephone

Please accept this letter as our authority for your company:

I/We confirm that Utility Assist Ltd is acting on my/our behalf and I/we authorise the utility supplier to action my/our account with them as follows.

1. To obtain quotations for my/our Electricity, Gas and/or Water Contract
2. To obtain copies of and deal with enquiries regarding ANY relevant data to enable us to do this.
3. To terminate contracts on my/our behalf
4. To deal with any changes to the portfolio during the life of any contract.
5. To receive debt information, authorise adjustments, refunds, billing or payment method changes.
6. To receive copy bills and half hour data for the duration of any contract and deal with billing disputes on my/our behalf.
7. To represent me/us in any dispute that is dealt with by the Energy Ombudsman Scheme.
8. To release customer information direct to the above organisation, including all contract renewal offers.
9. To obtain account information directly from the supplier to enable any issues likely to cause impediment to the smooth running of the contract.

Terms of letter of authority

1. This letter of authority (LOA) is valid for all sites under the company name provided and will need to be submitted again if any changes are made, although there will be no need to re-sign. The validity of this LOA starts as per the date noted below and continues for 1-year
2. The Supply Agreement is between you and us. It is not intended to benefit any other person or third party in any way and no such party will be entitled to enforce any provision of the Agreement. The information disclosed by each party is confidential and may not be used or disclosed to any third party without the other's prior written consent. We will not engage with any third party and will not accept letters of authority issued by you to such third parties without our prior written consent, notwithstanding that each of us may disclose such confidential information as may be required by law, court order or any governmental or regulatory authority.
3. I understand that nothing in this Letter of Authority is intended to or shall be deemed to create a partnership or agency between any of the parties. Each party confirms it is acting on its own behalf and not for the benefit of any other party.
4. I/We agree that this letter is signed to comply with the Data Protection Act and supersedes all other letters of authority previously issued

Commission Statement

1. I/We agree to accept that Utility Assist will search the market on our behalf and will present to us recommendations for the best value energy contracts which will include commission payable to them in return for their services.
2. such commission shall be incorporated into the energy supply unit rates we/I agree with the energy supplier as a p/kWh price uplift and/or as a fixed price (£) uplift to the standing charge, for the duration of the energy supply contract;
3. the applicable uplift for our energy supply contract(s) is or per month/quarter/annum] for the duration of the energy supply contract; and
4. details of the applicable uplift(s), including how they are calculated, have been confirmed to us/me separately by Utility Assist and are agreed by us/me.

Customer signature:

Name:

Position

Telephone:

Email Address:

Date:

TPI Details

Name	Utility Assist Ltd
Address	1 St Godwald Road Bromsgrove Worcestershire B60 3BN
Tel No	0121 510 0140
Email	info@utilityassist.co.uk

Micro Business Statment

IMPORTANT - can you please confirm your Micro Business status.

Classed a Micro Business?

A micro business is a business that either employs fewer than 10 full time equivalent people and has a turnover less than 2 million euros **OR** uses less than 200,000 kWhs of gas per year **OR** 55,000 kWhs of electricity per year

So we can help you fully it is important that you let us have a copy of all contractual and/or details of any offers made to you by your current supplier/s. Please do not enter into any contract or arrangement with a supplier unless you are sure you are free to do so.

YOUR DATA. We respect your privacy and will only use it in connection with managing your utility supplies. Your information, whether public or private, will not be sold, exchanged, transferred, or given to any other company for any reason whatsoever, without your consent, other than for the express purpose of delivering the purchased product or service requested. Should you wish a copy of the information we hold please contact Tony Watson using info@utilityassist.co.uk, 0121 510 2205, or via the lower address. No charge will be made for this service.