

TO WHOM IT MAY CONCERN:-

**Letter of Authority (LoA)**

I hereby authorise employees of Zenergi Ltd, No. 3 Benham Road, Benham Campus, University of Southampton Science Park, Chilworth, Hampshire, SO16 7QJ; Company Reg # 4988178 to discuss our energy contracts with its providers.

This LoA shall remain valid for a minimum period of 12 months from the date of signature.

I authorise Zenergi to:	
I. Request and receive current and historical account information including consumption history, supply numbers, pricing details, contract end dates;	
II. Obtain information from third party industry databases, for example supplier; metering details;	
III. Request prices on my behalf;	
IV. To issue termination on existing contracts where specifically requested by the client;	
V. And if a contract is awarded through Zenergi to:	
➤ Be able to contact my current supplier(s) to resolve any objections or rejections regarding my transfer;	
➤ Have invoices sent to Zenergi for validation, authorise any adjustments, credits or re-bills, alter payment methods, validate the receipt of bills and subsequent payments;	
➤ Appreciate there is an inclusive commission from the successful supplier payable to Zenergi;	
➤ Appoint an authorised Data Aggregator/Collector (DA/DC) and/or Meter Operator Agent when applicable;	
➤ Request and receive billing, payment and debt information;	
➤ Re-tender our contract at renewal time;	
➤ To provide consumption data to relevant interested parties such as a Local Authority.	
Client Signature:	Position:
Print Name:	Date:

<b>Organisation Details</b>	
Charity Number or Company Reg Number (if applicable)	
VAT Rate Payable on Energy Invoices (if known)	
Preferred Supplier Invoice Payment method: (please circle)	Direct Debit / BACS / Cheque / Council

<b>Electricity &amp; Gas</b> - Please provide at least <b>one copy</b> of your latest bill for <b>each meter</b>	Please tick if provided
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