

Church Energy Savings Consortium Ltd.
Unit V1, 46 R L Stevenson Avenue
Westbourne,
Bournemouth, BH4 8EG

LETTER OF AUTHORITY - For Gas and Electricity Supplies

We hereby authorise Church Energy Savings Consortium Ltd (CESC), to act exclusively on our behalf - in respect of all locations and supplies bearing our name – in accordance with the details set out below.

Suppliers and third parties are authorised to:

- a1. Allow CESC to gain access to, and obtain copies of all relevant data and documentation (to include copy invoices, renewal documents, contract offers and meter data) from any third party as required.
- a2. Send Renewal contract offers to CESC.
- a3. Register CESC as a bona-fide contact on supplier and third party accounts, and to deal with them on our behalf.

CESC are authorised to:

- b1. Obtain and negotiate offers from suppliers and third parties for energy contracts / supplies.
- b2. Represent us in any dispute, with any supplier or third party, relating to energy contracts / supplies.
- b3. Take action to resolve any issues likely to cause impediment to the smooth running of a contract.
- b4. Give Termination and Opt Out notices for existing supply contracts.
- b5. Conclude a 12 month contract on our behalf, in the absence of our particular instructions.
- b6. Sign gas and electricity contracts on our behalf (*see option below signature block*). *

In giving this authority, we understand that:

- c1. This authority is signed to comply with the Data Protection Act.
- c2. CESC may receive commission from any supplier with whom we choose to contract, and to that extent acknowledge the existence of their personal interest in such transaction.
- c3. During the life of this authority we shall copy all correspondence (other than invoices – unless requested) from a supplier (or relevant third party) to CESC.
- c4. We should not enter into any contract or arrangement directly with a supplier or third party without having given the required notice to CESC.
- c5. In consideration of your acting as our Agent in these matters, we agree to indemnify you against any liability in respect of such dealings.

This authority will:

Continue indefinitely, unless rescinded in writing with a minimum of three month's notice

OR Terminate on (date)

Clients Details

Signed Date

Name Position

Email Tel..... Fax

For and on behalf of

Company Registration Number or Registered Charity Number.....

* If you do not wish CESC to sign contracts on your behalf, please tick this box

CONTRACT AUTHORISATION DETAIL

For Gas / Electricity contract(s) beginning 2012

IF YOU ARE YOU A MICRO BUSINESS YOU HAVE TO BE GIVEN THE MAIN TERMS OF THE CONTRACT BEFORE YOU ENTER INTO A CONTRACT WITH A SUPPLIER.

Suppliers have to meet certain contract conditions, and clients can use the Energy Ombudsman Scheme if they are a Micro business. To qualify as a micro business only one of the given criteria must be met. Please indicate which of these criteria you meet

(enter "Yes" or "No" as appropriate)

Employ less than 10 full time staff (or equivalent), and have a turnover less than 2 million euros	
Consume less than 200,000 kWhs of gas <u>or</u> less than 55,000 kWhs of electricity per year	

CESC Ltd may ask clients to pay a Fee, but only in the following circumstances ~

1. For large supply sites (over 732,000 kwhs Gas or over 100,000 units of electricity) to cover the greater complexities involved, any site visits, meter aggregations, advice, etc
2. If a saving in excess of £500 is made in the resolution of any dispute or claim with Suppliers.
Standard Fees are based on 10% of any savings achieved, with a current minimum fee of £139.
3. For the costs incurred of CESC's work on client's behalf prior to an early termination of this agreement.
4. Any work such as accountancy or investigations for which the fee basis will be agreed in advance.

Please complete:

**Section A, and
Section B or C, and
Section D or E or F**

(delete as appropriate)

A	We would prefer a contract period of no less than months
	We would prefer a contract period of no more than months

B	We wish to remain with our current supplier, and accept their best offer negotiated by CESC	Yes No
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(complete as appropriate)

C	Compared to our current suppliers best offer at the time, we wish to change supplier if an annual saving can be achieved of	£.....
	We wish to transfer to another supplier at the best price available	Yes No

(delete as appropriate)

D	We authorise CESC to complete the process of arranging the contract, from contract negotiation to completion, on our behalf without further consultation	Yes No
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WITHOUT THE AUTHORISATION in D, A RESPONSIBLE MEMBER OF YOUR ORGANISATION MAY NEED TO BE AVAILABLE TO CONSIDER OFFERS, AND MAKE A CONTRACT DECISION, BETWEEN THE HOURS OF 1PM AND 3PM ON AN AGREED DATE, as many contract offers expire on the day that they are issued and are subject to withdrawal.

(enter "yes" if appropriate)

E	We wish to evaluate all offers received on a set date and authorise CESC to accept our chosen contract offer (to include signing the chosen offer if necessary)	
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(enter "yes" if appropriate)

F	We have ticked the box on the LOA as we wish to sign all documents	
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Client Details

Signed Date

Name Position

Email Tel..... Fax

For and on behalf of

Company Registration Number or Registered or Exempt Charity Number.....