

Third Party Intermediary ('TPI') Sales checklist (Fixed Energy Price Product)

Thank you for agreeing to switch to/renew with SSE Airtricity. Before you switch/renew, your independent energy broker (Third Party Intermediary 'TPI') may ask you to review this quality assurance checklist and confirm that you agree to the principal product Terms and Conditions. This is to ensure you fully understand the product and contract that you've chosen to purchase from SSE Airtricity. If this has not been done to your satisfaction, please contact our Sales Team at smesalesteam@sse.com

Please review each statement and confirm that the independent TPI has covered each step.	Tick
The TPI agent has shown his / her business ID and has informed me which business they represent. I understand that they are representing an independent energy broker advising on this energy sale and they are not an employee or agent of SSE.	
I am the person authorised to agree a contract to switch/renew energy supplier to SSE Airtricity at this(these) supply address(es) on the rates set out in the special offer pricing contract schedule	
I understand that the TPI may receive a commission for the sale.	
The SSE Airtricity product on offer, including the charges and key features, has been explained by the TPI.	
The TPI has explained the fuel mix of the product that I have purchased	
I understand that I am switching to/renewing on a "fixed energy" product with variable "pass through" costs. The fixed energy element will remain fixed for the contract duration while the variable passthrough costs can change if this is approved by a competent authority.	
I understand that if I have signed up for payment by Direct Debit, and the Direct Debit is either cancelled or returned unpaid, a deposit may be applied to my account and my rates may be subject to change.	
Upon acceptance of the application to switch supplier, I understand that my existing account with my current supplier will be finalised and closed, and my new SSE Airtricity account will be opened. For renewing customers, my new contract rates will apply after the end date of my existing contract.	
I understand that this switch of energy supplier will be completed in accordance with any existing contractual obligation I have with my existing supplier, and through the electricity market Change of Supplier (COS) process. This does not apply to renewing customers.	
For new customers only, I understand that if SSE Airtricity are notified of overdue bill arrears with my current supplier, the switch may not progress.	
I have received a signed copy of my special offer pricing contract and for new customers only, the Customer Agreement Form, from my TPI, (may be sent by email).	
I have received the details of how to access SSE Airtricity Commercial General Terms and Conditions, and their Privacy Notice along with information on how to contact SSE Airtricity.	
I am aware that I will be tied into an energy supply contract with SSE Airtricity for the period specified in my special offer pricing contract.	
The TPI has been explained to me that my application to switch supplier/renew contract will be subject to a credit check and may require a security deposit to be paid before the switch/renewal can progress.	
I understand that if I attempt to switch energy supplier during the contract term, an early termination fee may be applied.	
It has been explained that I will receive confirmation details of my application to switch to/renew with SSE Airtricity by either letter or email. If I have any issues, I will be able to contact SSE Airtricity directly to discuss my concerns.	
It has been explained to me how frequently I will be billed for this premise(s) for the duration of the agreed contract.	
For smart enabled customers only: Safety Warning: As the disconnection and reconnection of electricity may now be performed remotely, it's essential that you ensure your home, office or site is always treated as live.	
I can confirm that I have read and understood this checklist.	
MPRN/GPRN Number(s):	
Tariff Contract term (1 year or 2 years):	
Sole Trader/Partnership owner email address (if applicable):	
Customer Signature/DATE:	
TPI Agent Name/Signature & TPI business HUB name:	

Your TPI is an independent third-party broker and is not an employee of SSE. If you believe the independent TPI has acted inappropriately or you would like to confirm any aspect of your new SSE Airtricity account, please contact our SSE Airtricity Customer Services Team on **0818 812 144**.

