

XOOM Energy Multi-Location Enrollment (MLE)

Requirements

The Multi-Location Enrollment Process should be used when signing up customers with 5 or more residential and/or small business accounts. All accounts must be billed under one legal entity who has both the legal authority to place the accounts under contract with XOOM Energy, and the legal responsibility for the bills.

How to Submit a Multi-Location Enrollment

Click here (<http://acncompass.ca/energy-business/>) to download a Multi-Location Enrollment Form for your customer's province from the MLE Forms drop down menu. Once the form is completed and signed by the customer, e-mail it along with all required invoice documentation to bbpinfo@xoomenergy.com.

Next Steps

Once an MLE form is received and validated, a XOOM Energy Specialist will contact your customer, validate credit (where applicable), and create a contract listing accounts, annual usage, and the rate and plan type the customer has selected. The contract will be sent via DocuSign for an electronic signature. Upon receipt of the signed contract, XOOM Energy will submit the accounts for enrollment. Please note, this process may take up to 5 business days to complete.

Note: Customers will not appear on your Personal Customer List (PCL) until the signed contract has been received and processed at XOOM Energy.