[NOTE: PLEASE PROVIDE ON COMPANY HEADED PAPER AND RETURN TO transmissionconnections@nationalgrideso.com]

|  |  |
| --- | --- |
| National Grid ESO | [Company Registered Name] |
| Faraday House  | [Company Registered Address] |
| Gallows Hill |  |
| Warwick  |  |
| CV34 6DA |  |
| [www.nationalgrideso.com](http://www.nationalgrideso.com) |  |
|  |  |
|  |  |

[Add date]

**Ref: Super User Registration – NGESO Connections Portal**

For the attention of NGESO Connections Portal Team

Dear Sir / Madam

I am writing to you on behalf of [insert Company Registered Name] to register as a Super User for the purposes of accessing the NGESO Connections Portal.

My detail are as follows:

|  |  |
| --- | --- |
| First Name |  |
| Last Name |  |
| Email Address |  |
| Mobile Number |  |
| Landline Number |  |

I confirm I am authorised to act as a Super User on behalf of [insert Company Registered Name] by:

[Company Authorised Signature]

Company Authorised Name:

Company Position:

Kind Regards