**Energy Identification Code (EIC) Request Form**

This documents contains the various forms needed to register, modify of de-activate EIC codes. Please send your completed request form to either:

* The Gas LIO team mailbox: [**box.GasOps.BusinessC@nationalgrid.com**](mailto:box.GasOps.BusinessC@nationalgrid.com)
* **The Electricity LIO team mailbox: box.lio@nationalgrid.com**

National Grid as the LIO will process and validate the request form, consulting the Central Issuing Office (CIO) for International codes[[1]](#footnote-1).   
  
You will then be allocated your EIC code within five working days. You will receive notification of your new code via email. The new code will be published on the National Grid LIO website and also the CIO website if the code is an International one.

The link to the National Grid LIO website is: <http://www2.nationalgrid.com/UK/Industry-information/Europe/Local-issuing-office/>

The link to the CIO website is: <http://www.entsog.eu/>

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| Balance Responsible Party | Grid Operator | Metered Data Aggregator | Production Responsible party |
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| Capacity Trader | Imbalance Settlement Responsible | LNG Operator | Resource Provider |
| Consumer | Information Provider | Metered Data Responsible | Storage System Operator |
| Control Block Operator | Interconnection Trade Responsible | Metering Point Administrator | System Operator |
| Consumption Responsible | Market Operator | Nomination Validator | Trade Responsible Party |
| Coordinating Scheduler | Meter Administrator | Party Connected To Grid | Transmission Capacity Allocator |
| Coordination Center Operator | Meter Operator | Producer |  |

**EIC Functions for X Type Codes**

For full definitions of the functions listed below, please visit: <https://emr.entsoe.eu/glossary/bin/view/GlossaryCode/GlossaryIndex>

A minimum of one function should be used, up to a maximum of four.

**Form 1: Request New X Type Code**

Please complete Form 1 if you are requesting a new X Type EIC code.

* Fields marked with an asterisk are mandatory to complete
* Contact person name/email address should be the person whom we can contact in regards to anything to do with the EIC request. This information will be kept confidential
* X Type code: are generally used to identify a Market Participant

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| **Parameter** | **Your Details** |
| EIC Name – Party Name\* |  |
| EIC Display Name\*  (Please create a display name - we will do checks to ensure there are no duplications before we use it. The display name can be up to 15 characters long) |  |
| EIC Locality\*  (Either “Local” or “International”) |  |
| Company Address\* |  |
| Contact Person Name \* |  |
| Contact Person Email\* |  |
| Additional Email |  |
| Function 1\*  (Functions described on page 3) |  |
| Function 2 |  |
| Function 3 |  |
| Function 4 |  |
| VAT Number\*  (Please include the two letters at the beginning of the code to indicate the country, followed by the digits) |  |

**Form 2: Modify Details of X Type Code**

Please complete Form 2 if you wish to modify details of your existing X Type EIC code.

* Fields marked with an asterisk are mandatory to complete
* Contact person name/email address should be the person whom we can contact in regards to anything to do with the EIC request. This information will be kept confidential
* Please note that the ‘old details’ and ‘new details’ field do not apply to the ‘EIC code’. If there is other information which do not require updating, please insert the information in the ‘old details’ field, and write ‘n/a’ in the ‘new details’ field

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| --- | --- | --- | --- |
| **Parameter** | | **Old Details** | **New Details** |
| EIC Code\*  (16 characters, starting with “48X”) |  | | |
| EIC Display Name\* (Up to 15 characters) |  | | |
| EIC Name – Party Name\* |  | |  |
| EIC Locality\* (Either “Local” or “International”) |  | |  |
| Company Address\* |  | |  |
| Contact Person Name\* |  | |  |
| Contact Person Email\* |  | |  |
| Additional Email |  | |  |
| Function 1\*  (Functions described on page 3) |  | |  |
| Function 2 |  | |  |
| Function 3 |  | |  |
| Function 4 |  | |  |
| VAT Number (Pease include the two letters at the beginning of the code to indicate the country, followed by the digits) |  | |  |

**Form 3: Request New Y Type Code**

Please complete Form 3 if you are requesting a new Y Type EIC code.

* Fields marked with an asterisk are mandatory to complete
* Contact person name/email address should be the person whom we can contact in regards to anything to do with the EIC request. This information will be kept confidential
* Y Type code: Area

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| **Parameter** | **Your Details** |
| EIC Display Name\*  (Please create a display name - we will do checks to ensure there are no duplications before we use it. The display name can be up to 15 characters long) |  |
| EIC Function  (e.g. Terminal, Connection Point, Gas Grid Area) |  |
| EIC Name/ Asset name\*  (16 alphanumeric characters) |  |
| EIC Responsible Party\*  (e.g. National Grid) |  |
| EIC Locality\*  (Either “Local” or “International”) |  |
| Company Address\* |  |
| Contact Person Name\* |  |
| Contact Person Email\* |  |
| Additional Email |  |
| VAT Number (Pease include the two letters at the beginning of the code to indicate the country, followed by the digits) |  |

**Form 4: Modify Details of Y Type Code**

Please complete Form 4 if you wish to modify details of your existing Y Type EIC code.

* Fields marked with an asterisk are mandatory to complete
* Contact person name/email address should be the person whom we can contact in regards to anything to do with the EIC request. This information will be kept confidential
* Please note that the ‘old details’ and ‘new details’ field do not apply to the ‘EIC code’. If there is other information which do not require updating, please insert the information in the ‘old details’ field, and write ‘n/a’ in the ‘new details’ field

|  |  |  |
| --- | --- | --- |
| **Parameter** | **Old Details** | **New Details** |
| EIC Code\*  (16 characters, starting with “48X”) |  | |
| EIC Display Name\* (Up to 15 characters) |  | |
| EIC Name – Party Name\* |  |  |
| EIC Locality\* (e.g. Terminal, Connection Point, Gas Grid Area) |  |  |
| Company Address\* |  |  |
| Contact Person Name\* |  |  |
| Contact Person Email\* |  |  |
| Additional Email |  |  |
| EIC Function\* |  |  |
| VAT Number  (Pease include the two letters at the beginning of the code to indicate the country, followed by the digits) |  |  |

**Form 5: Request New W Type Code**

Please complete Form 5 if you are requesting a new W Type Code EIC code.

* Fields marked with an asterisk are mandatory to complete
* Contact person name/email address should be the person whom we can contact in regards to anything to do with the EIC request. This information will be kept confidential
* W Type codes: are used to identify different resource objects, such as production units, consumption plants

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| **Parameter** | **Your Details** |
| EIC Name – Party Name\* |  |
| EIC Display Name\*  (Please create a display name - we will do checks to ensure there are no duplications before we use it. The display name can be up to 15 characters long) |  |
| EIC Locality\*  (Either “Local” or “International”) |  |
| Company Address\* |  |
| Contact Person Name \* |  |
| Contact Person Email\* |  |
| Additional Email |  |
| Function 1\*  (Functions described on page 3) |  |
| Function 2 |  |
| Function 3 |  |
| Function 4 |  |
| VAT Number\*  (Please include the two letters at the beginning of the code to indicate the country, followed by the digits) |  |

**Form 6: Modify Details of W Type Code**

Please complete Form 6 if you wish to update details of an existing W Type EIC code.

* Fields marked with an asterisk are mandatory to complete
* Contact person name/email address should be the person whom we can contact in regards to anything to do with the EIC request. This information will be kept confidential
* Please note that the ‘old details’ and ‘new details’ field do not apply to the ‘EIC code’. If there is other information which do not require updating, please insert the information in the ‘old details’ field and write ‘n/a’ in the ‘new details’ field

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| --- | --- | --- |
| **Parameter** | **Old Details** | **New Details** |
| EIC Code\*  (16 characters, starting with “48X”) |  | |
| EIC Display Name\*  (Up to 15 characters) |  | |
| National Grid BMU/ Station/Location ID\*  (Alphanumeric characters) |  |  |
| EIC of the Responsible Party\*  (16 alphanumeric characters) |  |  |
| EIC Name for the Station/BMU/Location\* |  |  |
| EIC Locality\*  (Either “Local” or “International”) |  |  |
| Company Address\* |  |  |
| Contact Person Name\* |  |  |
| Contact Person Email\* |  |  |
| Additional Email |  |  |
| Function\*  (“Generation unit” or “Load”) |  |  |

**Form 7: Request New Z Type Code**

Please complete Form 7 if you are requesting a new Z Type EIC code.

* Fields marked with an asterisk are mandatory to complete
* Contact person name/email address should be the person whom we can contact in regards to anything to do with the EIC request. This information will be kept confidential
* Z Type Codes: Measuring point

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| **Parameter** | **Your Details** |
| EIC Name/Asset Name\*  (Please create a display name - we will do checks to ensure there are no duplications before we use it. The display name can be up to 15 characters long) |  |
| National Grid BMU/Station/  Location ID\*  (Alphanumeric characters) |  |
| EIC of the Responsible Party\*  (16 alphanumeric characters) |  |
| EIC Locality\*  (Enter either “Local” or “International”) |  |
| Company Address\* |  |
| Contact Person Name\* |  |
| Contact Person Email\* |  |
| Additional Email |  |
| Function\*  (“Generation unit” or “Load”) |  |

**Form 8: Modify Details of Z Type Code**

Please complete Form 8 if you wish to update details of an existing Z Type EIC code.

* Fields marked with an asterisk are mandatory to complete.
* Contact person name/email address should be the person whom we can contact in regards to anything to do with the EIC request. This information will be kept confidential.
* Please note that the ‘old details’ and ‘new details’ field do not apply to the ‘EIC code’. If there is other information which do not require updating, please insert the information in the ‘old details’ field and write ‘n/a’ in the ‘new details’ field.

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| --- | --- | --- |
| **Parameter** | **Old Details** | **New Details** |
| EIC Code\*  (16 characters, starting with “48X”) |  | |
| EIC Display Name\*  (Up to 15 characters) |  | |
| National Grid BMU/ Station/Location ID\*  (Alphanumeric characters) |  |  |
| EIC of the Responsible Party\*  (16 alphanumeric characters) |  |  |
| EIC Name for the Station/BMU/Location\* |  |  |
| EIC Locality\*  (Either “Local” or “International”) |  |  |
| Company Address\* |  |  |
| Contact Person Name\* |  |  |
| Contact Person Email\* |  |  |
| Additional Email |  |  |
| Function\*  (“Generation unit” or “Load”) |  |  |

**Form 9: De-activate an Existing EIC Code**

Please complete Form 9 if you wish to de-activate your existing EIC code.

* Fields marked with an asterisk are mandatory to complete
* Contact person name/email address should be the person whom we can contact in regards to anything to do with the EIC request. This information will be kept confidential

|  |  |
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| **Parameter** | **Your Details** |
| EIC Name for the Station/BMU/Location |  |
| EIC Display Name\* |  |
| National Grid BMU/Station/  Location ID  (Alphanumeric characters) |  |
| EIC of the Responsible Party\*  (16 alphanumeric characters) |  |
| EIC Locality  (e.g. Local, International, Connection Point, Terminal) |  |
| Company Address\* |  |
| Contact Person Name\* |  |
| Contact Person Email\* |  |
| Additional Email |  |
| Function\*  (“Generation unit” or “Load”) |  |
| Reason for de-activation\* |  |

1. A local EIC code is used within the UK and an international EIC code is used in other instances. Please see the CIO website for more details. [↑](#footnote-ref-1)