

The 3-Phase Switching Process



YOUR ACTION ITEMS

DOCUMENTS

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1 Discovery

Complete and submit a Request a Quote form	Request a Quote form	A Constellation NewEnergy account manager will contact you to arrange a fact-finding interview
Pre-interview conversation		Pre-interview conversation
Authorize Constellation NewEnergy to analyze your account history by completing a simple form that allows your utility to share your company's past electricity consumption	Letter of Authorization	We will contact your utility service to arrange for delivery of your electric consumption data
Prepare for interview		Prepare for interview
Attend interview		Attend interview

2 Electricity usage audit, analysis and solution development

During this process we may need to contact you to discuss ideas and clarify specific information		Once certain that we understand your needs and have received your usage data, our team of experts will review and analyze the data to develop energy solutions that meet your requirements
Review Constellation NewEnergy's proposal, pricing model and contract	Constellation NewEnergy pricing model and contract	We will prepare a product proposal, pricing model and contract designed to meet your needs
Schedule and attend a Proposal Presentation and Review with Constellation NewEnergy		Your account manager will contact you to arrange a Proposal Presentation and Review

3 Acceptance, signature and implementation

Sign and return the contract	Signed contract	Sign and deliver the contract
Relax while Constellation NewEnergy manages the switch		We work with your current provider to manage your switch to Constellation NewEnergy