Con Edison SmartCharge Commercial Program

How to Register for the SmartCharge Commercial Portal Contact us: <u>dl-sccapplications@coned.com</u>



How to Register for the SmartCharge Commercial Portal





Enter the Participant Information



Verify your Email Address

Check your email that you used to register Also, check your spam folder for this email

We've emailed you at evmrp@coned.com. Follow the instructions in your email to complete your registration.

Not your email address? Register a different email by reloading the page. Your email address will be your new login ID. If you don't see the email after approximately 10 minutes, please check your spam folder or try again.**RESEND YOUR ACTIVATION**

> In the verification email, there will be a link to click that states: Verify Email Address Click this button



Create your Password

Create Your Profile

ALL FIELDS REQUIRED, UNLESS OTHERWISE NOTED

Set a Password

✓ 8-30 characters ✓ At least 1 uppercase and 1 lowercase letter ✓ At least 1 number (0-9) ✓ Does not contain part of username	
Confirm new password	
•••••	SHOW

Next step will be to create your profile by setting a password



Create your Second Verification Method

Create Your Profile

ALL FIELDS REQUIRED, UNLESS OTHERWISE NOTED

Choose a Second Verification

For your protection, add a second verification method to your account. This will help prevent your account from being accessed without your knowledge.

Mobile Phone Number

()

I don't have a mobile number

() Error: Please enter a mobile number.

Your mobile phone will be used to authenticate your account. Data charges may apply.

For your protection, add a second verification method

You can use a mobile phone # or choose security questions by clicking I don't have a mobile number





Congratulation! You have Registered.

Upon successful registration, you will see the below screen. This is a generic screen

You have successfully registered, but have you requested to turn on your power yet?

I have an online account now but have not submitted a separate request to have my power service turned on.

Submit Request

I already have power, but it's on another account. I need to combine my accounts. Please have your account number ready.

Add An Account

You will need to re-enter the SmartCharge Commercial website URL: Log In to Your Con Edison Account | Con Edison



SmartCharge Commercial Portal New Project Checklist

Mandatory:

- Participant Information:(first name, last name, phone number)
- Company Information:(company name, address, city, zip code)
- □ Site Validation Information:(zip code, address)
- □ Site Host Information: (first name, last name, company name, email, phone number)
- Charging Equipment Information: (# of chargers, charger type, manufacturer, model, nameplate capacity)

If you have questions, email us at <u>dl-sccapplications@coned.com</u>

Required Document:

Proof of Charger Ownership (upload one of the following)

- □ Lease agreement
- Ownership agreement
- Operating agreement
- Any document that shows that you own/operate the chargers

Proof of Load Limiting Hardware (upload one of the following)

- Cut Sheet
- Receipt of invoice
- □ Photo of hardware/ panel
- One line diagram w/ load limiting hardware highlighted

Application & Data Management Authorization (Only required if you are filling out the application on the owner/operator's behalf)

