

Letter of Authority

(Primary Contact – SME)

Appointment of new Primary Contact

A. New Primary Contact nomination

I, _____, am an authorised representative of _____.

I confirm that _____ is no longer the Primary Contact on the Alinta Energy business account(s) listed below (referred to as the "SME Account" in this letter).

I nominate _____ to act as the Primary Contact on the SME Account with effect from _____:

Alinta Energy Account Details

SME customer entity name

ABN/ACN

Alinta Energy account number(s)

Phone number and email

Registered address

Primary Contact Details

Full name

Position title

Correspondence delivery preference: post or email

Date of birth

Phone Number and email

B. Scope of Authority

In relation to the SME Account, the Primary Contact is authorised (but not limited) to:

- ✓ Make financial decision relating to the SME Account, including enter into any additional contracts for the supply of Alinta Energy products and services or terminate such contracts;
- ✓ Discuss via telephone or interact online in relation to the SME Account; and
- ✓ Close the SME Account.

C. Terms and Conditions

I, _____, as authorised representative of

acknowledge, understand, and agree that:

- (1) I will notify Alinta Energy directly if I revoke the Primary Contact's authority;
- (2) Alinta Energy will be relying on the information provided in this Letter of Authority to manage the SME Account;
- (3) I warrant that:
 - a. the information provided in this Letter of Authority is, to my knowledge and belief, accurate; and
 - b. I am authorised to execute this document;
- (4) Alinta Energy will collect and use the personal information contained in this Letter to enable Alinta Energy to provide services to the SME Account. Alinta Energy may discuss and share information relating to the SME Account, including related personal information collected, with the Primary Contact for the purposes outlined in Section B;
- (5) I can access Alinta Energy's Privacy Policy and Credit Reporting Policy on the Alinta Energy website, which will provide me with details about how Alinta Energy manages personal information and details about how I can access it, have it corrected or make a complaint; and
- (6) This Letter of Authority facilitates the appointment of a new Primary Contact. It does not serve any other purpose (i.e. it will not record a change in business structure or new ABN/ACN).

Acknowledgement of agreement (by wet ink or electronic signature)

Signature of authorised representative Signature of Primary Contact

I, _____, acknowledge, understand, and agree that:

- (1) I am authorised to be the Primary Contact on the account listed in Section A above, to the extent permitted under Section B;
- (2) This authority may be revoked by an authorised representative at any time and without notice to me;
- (3) Alinta Energy will collect, use and share my personal information to help Alinta Energy to verify my identity, assist with my enquiries and provide services to the SME Account; and
- (4) I can access Alinta Energy's Privacy Policy and Credit Reporting Policy on the Alinta Energy website, which will provide me with details about how Alinta Energy manages personal information and details about how I can access it, have it corrected or make a complaint.

Full name of Primary Contact Date

