
TYPE & NUMBER EMR Circular 24

Date 9 December 2014

To EMR Circular List

From EMR Settlement Limited

Purpose For Action

Reminder for the Provision of Supplier Company Details for Electricity Market Reform

This circular informs **licensed electricity suppliers** the deadline for us to receive the completed company registration forms is **Friday 12 December 2014**.

We've issued a letter via post to licensed electricity suppliers' company secretaries seeking the provision of its company contact details for the purposes of Electricity Market Reform (EMR). The company details provided will be used to issue all notices, invoices, and credit notes required by the Contracts for Difference (CFD) and Capacity Market Regulations noted below.

We are gathering these details on behalf of the CFD counterparty ([Low Carbon Contracts Company](#)) and the CM Settlement Body ([Electricity Settlements Company](#)).

We also communicated this via [EMR Circular 23](#) on Wednesday 26 November 2014.

Do I have to do anything if I'm a licensed supplier?

Yes. Licensed electricity suppliers are required to provide details to provide details under the [Contracts for Difference \(Electricity Supplier Obligations\) Regulations 2014](#) (Regulation 29) and the [Electricity Capacity \(Supplier Payment etc.\) Regulations 2014](#) (Regulation 38).

Who does this impact?

The provision of company details impacts **licensed electricity suppliers**.

Where can I locate the letter and company registration form that's been issued?

- [A template version of the letter we issued](#)
- [The company registration form](#)

These are also available on our website [click here](#).

How should my company details be provided?

The letter we issued enclosed a company registration form and this form must to be completed. Please note the following points we've highlighted:

- The company registration form must signed by the company secretary or a company director.
- Post this form to EMR Settlement Ltd, 4th Floor, 350 Euston Road, London NW1 3AW.

What happens if my company details aren't provided?

Where we don't hear from you, we will send correspondence to the registered address that is publically available on [ofgem's website](#).

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What is the reason for asking now for these details?

We need to send **licensed electricity suppliers** a reserve payment notice before 1 January 2015. This will inform suppliers of its reserve amount that is required to be paid by 13 April 2015 in accordance with the [Contracts for Difference \(Electricity Supplier Obligations\) Regulations 2014](#) (Regulation 10).

This notice will also confirm the interim levy rate that you will be required to pay, for the quarterly obligation period 1 April 2015 to 30 June 2015, in accordance with the [Contracts for Difference \(Electricity Supplier Obligations\) Regulations 2014](#) (Regulation 6).

Where can I get more information?

If you have any further questions or comments, about this circular please do get in touch with us on 0207 380 4025, or email contact@emrsettlement.co.uk.

More information about EMR and our role can be found on our website: <http://emrsettlement.co.uk/>.