

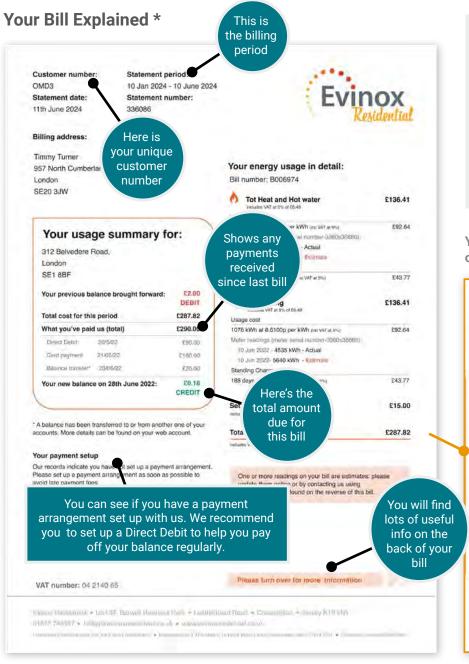
YOUR ACCOUNT

You will receive a regular bill, which you can pay using any of the convenient payment methods shown opposite.

We recommend that you spread the cost of your energy over the year by making monthly payments in advance of your bill.

You can view your balance at any time online to check you are paying the right amount.

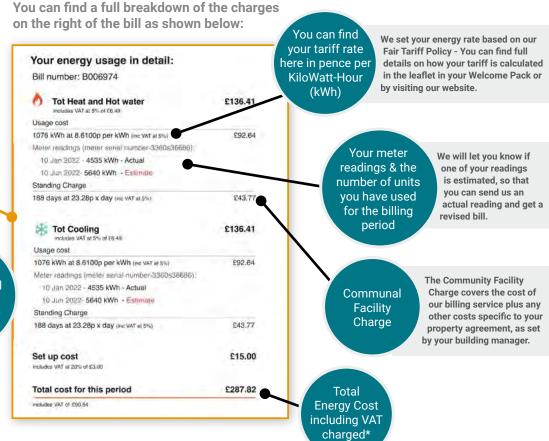




You will receive a regular bill that will include the meter reading, the amount of energy used for that period, the amount you have paid and your balance.

When registering your account online, you will be automatically signed up for paperless billing, and will receive your bills electronically.

We advise that you make monthly payments in advance of your bill to spread the cost of your energy.





Direct Debit Payments

There is a form included in your welcome pack to complete if you wish to set up a Direct Debit.*

You can also sign up to pay by Direct Debit online at our website - www.evinoxresidential.co.uk.



We recommend initially setting your Direct Debit amount as follows:

- £45/month for a one bedroom property
- £50/month for a two bedrooms property
- £60/month for a three bedrooms property

Please bear in mind that this amount is only a contribution and not a guarantee of coverage, so make sure you check your bills regularly.

You can increase or decrease the amount based on your usage, or top up with ad-hoc payments, using one of the other payment methods.

* Please send your completed Direct Debit form to us at Evinox Residential, Unit 37, Barwell Business Park, Leatherhead Road, Chessington, Surrey, KT9 2NY or scan and email to billing@evinoxresidential.co.uk

It can take up to 15 working days for a Direct Debit to be set up and the first payment to be received. In the meantime, you can make a payment via telephone or online if you wish to add credit to your account immediately.



Cash payments

You can also make payments using pre-payment cards. Depending on your address, we can send you either a Payzone or a Smart Pre-Pay card.

You can top up your card and make payments at a Payzone or epay outlet. Please see your card for more information.

Other ways to pay:

Call our Billing line on 01372 746537

(This is a local-rate call and lines are open Mon - Fri 8am - 5pm - excluding bank holidays)

Online at www.evinoxresidential.co.uk



Use our **Web App** on any internet-enabled device.* (Download from our website or scan this QR code).

*Available on Safari, Chrome and Edge.



Frequently Asked Questions

How will you take my readings?

We will read your meters remotely, and the consumption figures will be downloaded from your building regularly.

How do I read my energy consumption?

You can read your energy consumption via the Evinox ViewSmart Room Controller in your home. Please visit our website to download the ViewSmart user guide.

If you do not have an Evinox ViewSmart Room Controller fitted, you can read your consumption on the heat meter, which can be found on the heat interface unit.

What if I don't agree with the meter reading?

Please contact us immediately so that we can look into your account and identify if there is a problem with your meter.

How much will I pay for my heat?

You can find the amount you will pay for each unit of heat (kilowatt per hour, or kWh) in your Welcome Letter. Going forward, you can find details of your current tariff & charges on your bill of by logging into your account on our website. Our Fair Tariff Policy leaflet, included in this Welcome Pack, also explains how your tariff is calculated, based on the amount of heat you consume plus a daily communal facility charge.

When do I need to pay my bill?

Payment is due within 28 days of receiving your bill and you should make arrangements to pay immediately, using one of the payment methods detailed in this leaflet. You may incur extra charges if your payments are late. If you are paying by monthly Direct Debit, the amount you owe on your bill will be deducted from the payments you have already made.

Will I receive a refund if I build up a big credit balance?

Paying by monthly Direct Debit is designed to help you budget and pay your bills.

You might build up a credit during the summer months: this will help you cover the increased energy you use during the winter. We recommend that you review your payments regularly and advise us if you would like to change the Direct Debit amount. If your account goes significantly into credit over the course of a year, you can reduce your monthly payments going forwards or request for a refund.

What if I have a problem paying my bill?

If you are struggling to pay your bill, we can help by setting up a payment plan to help clear any arrears and keep up to date with future accounts, subject to the landlord or managing agent approval.

How do I lower my consumptions to reduce my bills?

Firstly, we would recommend that you try turning the heating thermostat down by one degree using your room controller, and see if the temperature in your home is still comfortable. You may be surprised as this could save up to 10% of your heating bill!

If you have an Evinox ViewSmart Room Controller fitted, check our User Guides, which you can find on our website in the "Document Library".



You can also find a lot of energy saving tips on the <u>Energy saving Trust website</u>.

(https://energysavingtrust.org.uk/hub/quick-tips-to-save-energy/)

What happens to the money we collect for the energy used by you?

All the money used for heat or energy used by you is returned by Evinox to your Managing agent or Freeholder, so that they can pay for the gas used to generate heat in your home. For your peace of mind, you should know that Evinox does not supply the gas and makes no profit on the charges you receive for heat or energy.





If you have any questions, we're here to help.

Contact us on **01372 746537** - local-rate - Or email us at **billing@evinoxresidential.co.uk**We are open Mon - Fri 8am - 5pm, excluding bank holidays.