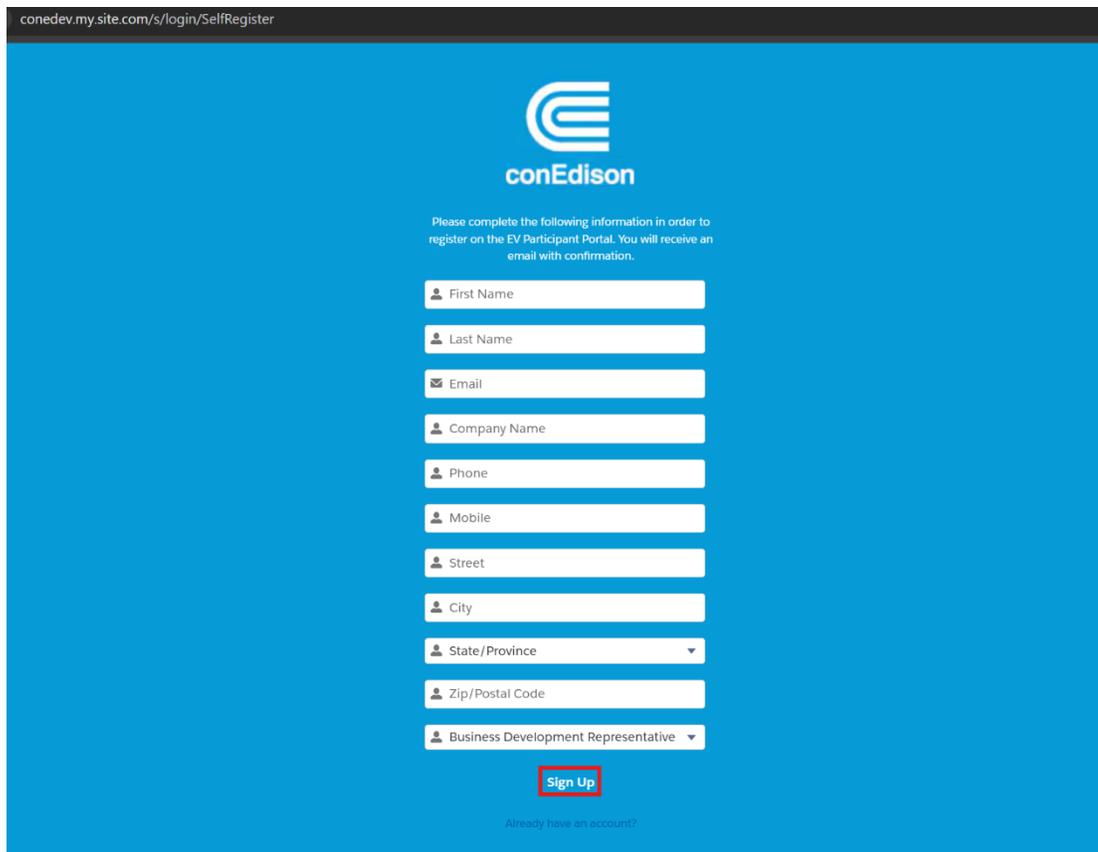June 20, 2025

How to Register for the Con Edison PowerReady Portal

Please Note: This registration process is for Light-Duty, Medium-Heavy-Duty, Micromobility, Curbside, and Advisory Services. You only need to register <u>ONCE</u> to participate in all the programs. If you are already participating in one of these programs, you <u>DO NOT</u> need to register again!

New Participants: EV POWERREADY SELF-REGISTRATION

Self-Registration is <u>required</u> to sign into our Salesforce portal. Both Self-Registration and Single Sign-on registration <u>must</u> be completed to access the portal.
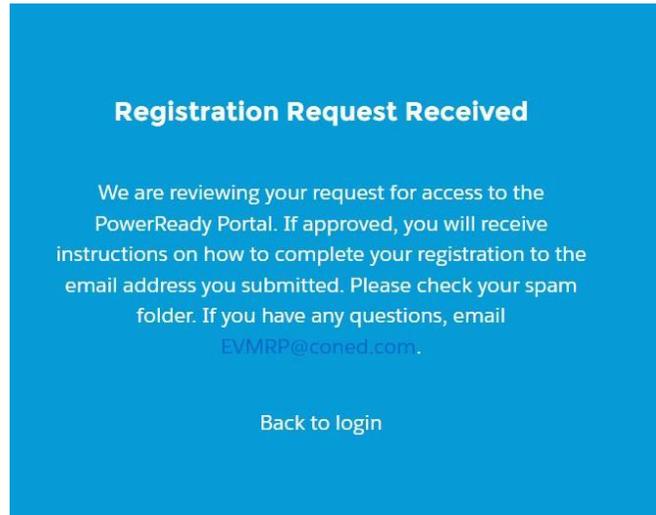
- If you are a **new participant**:
  - Go to https://conedev.my.site.com/s/login/SelfRegister
  - Fill out the form
    - You must fill out all fields
    - Phone numbers **must** be 10 digits with no dashes or parenthesis (e.g. 2121113333)
    - The 2 phone number fields: "Phone" and "Mobile" must be unique numbers
    - *Note: If you have an existing Con Edison account (e.g. you pay bills for your home or business), please use a different email than the one associated with that account.*
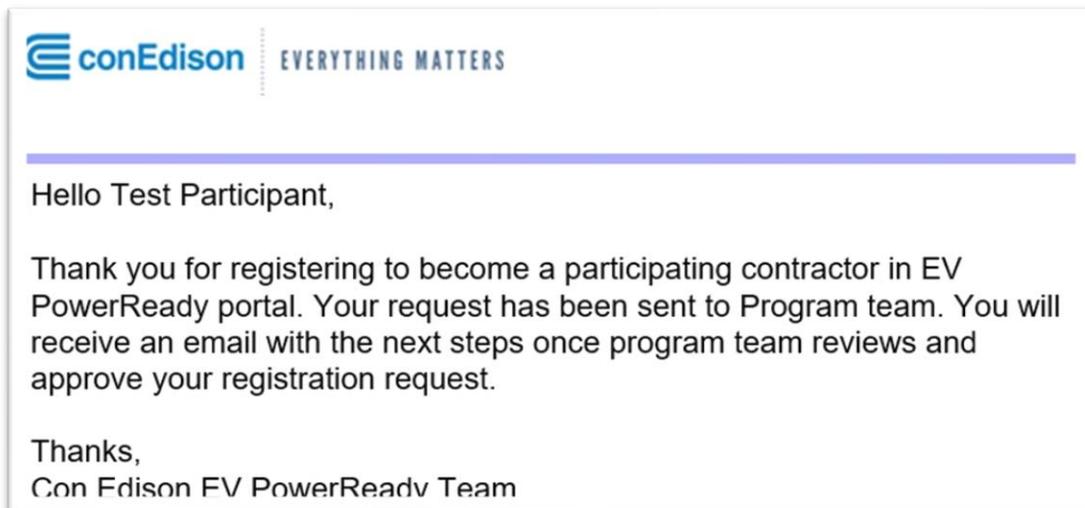 - Click "Sign Up"

June 20, 2025

- Once you hit "Sign Up" you will receive this message on your screen:

Registration Request Received

We are reviewing your request for access to the PowerReady Portal. If approved, you will receive instructions on how to complete your registration to the email address you submitted. Please check your spam folder. If you have any questions, email EVMRP@coned.com.

Back to login

You will receive an email confirmation (before BD approval):

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Hello Test Participant,

Thank you for registering to become a participating contractor in EV PowerReady portal. Your request has been sent to Program team. You will receive an email with the next steps once program team reviews and approve your registration request.

Thanks,
Con Edison EV PowerReady Team

June 20, 2025

Existing Participants/New Approved Registrations: SINGLE SIGN-ON REGISTRATION

If you are an <u>existing participant</u> who has already enrolled in a Con Edison Clean Energy Program, OR if you are <u>new and your registration request has been approved</u>, you will receive the email shown below with instructions on how to complete your registration. The steps included in the email are broken down on the next page.

Please note: you will not be able to register until you receive the email below.

Dear Con Edison PowerReady Portal User,

Please note, if you are already registered to use Con Edison's DMTS portal for other Energy Efficiency programs, you may skip to step 5.

1. **Register your account:** Please go to Con Edison single sign-on **CLICK HERE** You must use the same email address that you will use to log into the PowerReady Portal.
2. **Activate your account:** Retrieve the auto-generated email at the email address you have entered above. Click on the link in the email. The activation email is only valid for 7 days.
3. **Set up your password:** The link will take you back to the registration page to set up a password for your account.
4. **Set up second factor authentication:** Next, you will be required to set up your choice of second factor authentication via phone SMS or email. Alternatively, you may choose a security question. For ease of access, we recommend the latter option for accounts with more than one person logging in from your company.
5. **Once you have completed the first four steps : Log into the portal at** Power Ready Portal.

Please reach out to *EVMRP@coned.com* if you need assistance during the registration process.

Best Regards,

The Con Edison EV PowerReady Support Team
EVMRP@coned.com

June 20, 2025

STEP 1: Register your account

First, click on the link which will take you to a sign on screen. Select "Register".

Log In

Email Address

REGISTER
RESET MY PASSWORD
STEAM CUSTOMER?

Password   SHOW

Remember me

Log In

Next, fill out the form with your first and last name and email address:

Who is registering?

ALL FIELDS REQUIRED, UNLESS OTHERWISE NOTED

Sign up to access your account services and features online.

First Name   Last Name

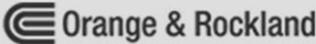Email Address

Your email address will be your new login ID.

Then, you will then see this message:

We've emailed you at evmrptest@gmail.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**

STEP 2: Activate your account

First, retrieve the automated email you received. Then, click on the link in the email to confirm your email address:

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Email Confirmation

Hi Test Test,

You're almost ready to start using your account. Simply click the button below within 7 days to complete your registration. This email address will be your new login ID.

VERIFY EMAIL ADDRESS

You must click the link within 7 days to complete your registration.

June 20, 2025

STEP 3: Set up your password

After you click on the "Verify Email Address" button, the link will take you here to create your password:

STEP 4: Set up second-factor authentication

Add a second verification method to your account.

If you are sharing the e-mail address among different people at your company, please select "I don't have a mobile number" and choose a security question instead of a phone number.
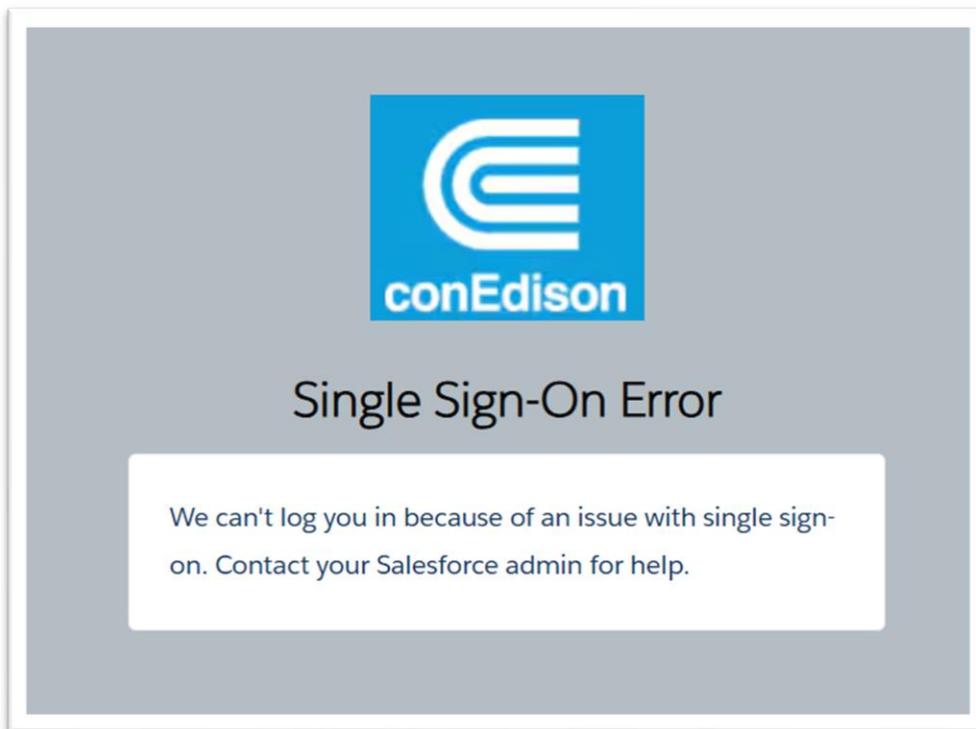
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After you set up a second verification method, you will see this screen and your registration is complete.

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.	I already have power, but it's on another account. I need to combine my accounts. Please have your account number ready.
Submit Request	**Add An Account**

You **do not** need to select an option to finish registering.

Note, if you receive this message:

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Single Sign-On Error

We can't log you in because of an issue with single sign-on. Contact your Salesforce admin for help.

You will need to complete and be approved for Self-Registration first.

STEP 5: Log In
Once you have completed the first four steps: Log into the portal at Power Ready Portal using the same login information you created in the Single Sign-On Registration.