SJE Panel Link™ Account Setup and Activation Form

Please fill in for **New** or **Existing** accounts. If existing account, provide device ID and account name.

Account and Billing Information

SJE Panel Link Unit ID: Example: 68023	
Project/Panel #: Gary, IN Hillcrest LS / 4005703	
Account Name: Example: City of Plymouth	
Billing Address: Example: 1234 Elm St	
Billing City, State Zip: Example: Plymouth, MN 55441	
Billing Country: Example: USA	
Billing Contact: Example: Judy Miller	
Billing Phone Number: Example: 555-222-8888	
Billing Email: Example: jm@plymouth.gov	

User Information

User First & Last Name: Example: John Smith	
User Login Name: Example: jsmith	
User Email: Example: js@plymouth.gov	
User Mobile Number: Example: 555-222-7777	

Who should use this form?
End Users who wish to create an account for monitoring SJE Panel Link™ devices and those who will be responsible for the service fee after the initial period is complete.

Example of End Users: A City, Municipality, Water District, Utility Service Company, etc…

Why create an account?
This form provides contact and billing information to AMI (Service Company). This will allow them to contact the End User directly with service renewal options after the initial period is complete.

Information from this new account will be used to setup a login username and password to grant access to the web portal.

Where to send this form?
Complete this form and send to Technical Support at <u>activation@sjeinc.com</u> or call 800-746-6287 for help.

When to create a new account?
It is recommended this form be submitted at least 24 hours prior to the device activation.

What happens next?
Once the form is submitted, the User will receive an e-mail from AMI Global with a link and instructions for login and account verification. Click on the link or cut and paste it into your browser URL. Once the account is verified, power up the device for final activation and setup. The device is then ready for use.

For activation of future SJE Panel Link™ RTUs
Once the account is setup, the End User can activate additional SJE Panel Link™ RTUs in the future by filling in the **<u>Account Name</u>** and the **<u>Device ID</u>** of the SJE Panel Link™ that needs to be activated.