Quick Start Guide



Login page

To access these tools, go to

www.epcor.com/myacc ount and log in to your account or register for an account if you do not have one.

During periods of high site traffic, you may be placed in a queue before entering My Account.



Don't have a login yet?

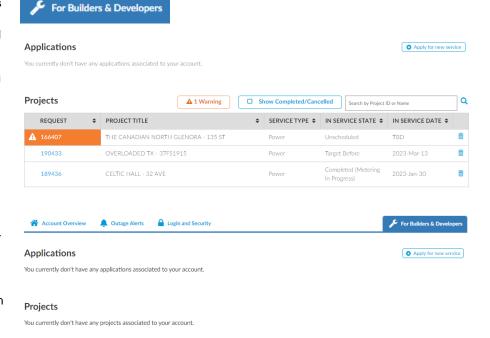
Register for an online account

Projects page

Select the 'For Builders & Developers' tab. This was previously labelled 'Projects'.

Any active projects you have submitted or you were previously subscribed to will appear in the 'Projects' table.

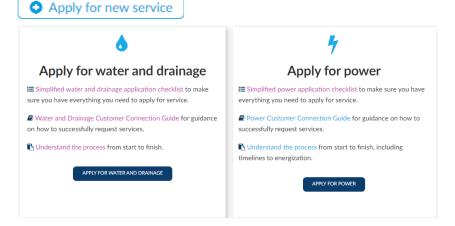
If you have not previously submitted or subscribed to any connection requests, your Projects page will appear as the image on the right.



Application form

Click on the 'Apply for new service' button.

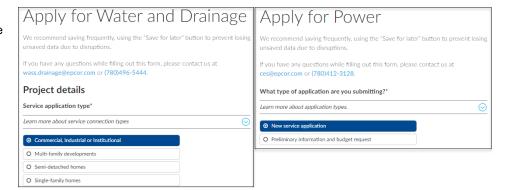
A new page opens where you can apply for Water & Drainage or Power connections.



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Select the desired connection type and the appropriate application form will open.



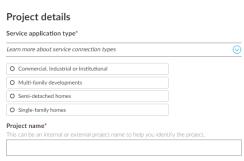
The online form will walk you through the application process. All required fields are marked with an asterisk

If you require additional information about a specific section, you may click the chevron icon on the right to learn more.

You may save a draft version at any time by clicking the 'Save for later' button at the bottom.

You may also clear the entire form by clicking on the 'Clear form' button.

Once you are ready, click the 'Submit Application' button at the bottom of the form.





Project name*

This can be an internal or external project name to help you identify the project.

Project

Project description

Provide a brief description of your project and the type of work being performed. This may

Save for later

Clear form

By choosing the "Submit application" button below, I confirm and acknowledge that my application details as set out above are correct and that EPCOR is authorized to prepare an estimate for my applied-for Service Connection.

I confirm and acknowledge that I am responsible for all costs associated with EPCOR's preparation of an estimate, including costs resulting from amendments to my application, regardless of whether the applied-for Service Connection proceeds to construction.

I understand that I have the option to cancel the application without cost or penalty to me within 10 days after choosing "Submit application".

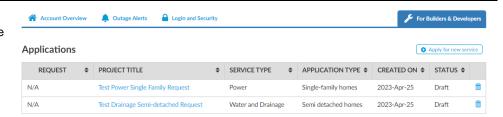
Save for later Clear form



Application table

Drafts will appear in the applications table on the projects page.

Click on the draft to open for editing or to Submit it.



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Click on the trash can to delete a draft.

Click on 'Apply for new service' to start a new application form.

Once the form is submitted and assigned a request number, it will appear as 'Submitted' in the applications table.

Account Overview Outage Alerts Login and Security						For Builders & Developers		
Applications • Apply for new see								
REQUEST	\$	PROJECT TITLE	\$	SERVICE TYPE \$	APPLICATION TYPE \$	CREATED ON ♦	STATUS \$	
N/A		Test Power Single Family Request		Power	Single-family homes	2023-Apr-25	Draft	â
512724		Test Drainage Semi-detached Request		Water and Drainage	Semi detached homes	2023-Apr-25	Submitted	

Project invitation

Once the application is accepted by EPCOR, you will receive an email notification to log in to My Account to view the project.

You've been invited to view request #512630.

Project Title: SFD - UAT Drainage Crew

See the status of your project — anywhere, anytime.

<u>Log in to your My Account profile to view your project status online</u>. Don't have a My Account Profile? <u>Create a profile</u> then login to your My Account profile to view your project status online.

Please be advised that by registering for an EPCOR MyAccount, you will become subject to the MyAccount Online Account Management Usage Agreement.

Project details

Click on the 'Request' link to view Project status.

Power and Water & Drainage dashboards are similar but contain different project phases and milestones.

Project #512630: SFD - UAT Drainage Crew

10423 - 101 St NW Edmonton Address: Development Type: Single-family homes Services Requested: Water, Sanitary Subscribed: ed_regression@epcor.com, ed_res_a_ist@epcor.com, wendy_uat@epcor.com Invited: david_uat@epcor.com, robyn_uat@epcor.com **EPCOR** contact - Construction Phase: BERTIN, WENDY Phone number: Location: Email Address: WBERTIN@epcor.com Email Preferences 🗸 Project phase