



## Registration & Log In Guide Government Portal

**Government Support Portal** Those municipal, township, or county authorities who are aggregators, actively bill a municipal utility tax, or are considering a municipal utility tax can use this self-service web portal to obtain jurisdictional premises information and load data. In addition, State Government authorities whose responsibility includes reporting eligible State tax exemptions and/or verifying the status of customers currently listed with Gas Energy Efficiency Rider (GER) exemptions are able to access this web program to electronically notify effective and termination dates of the applicable exemption(s). Ameren Illinois calls these groups Government Entities (GE).

The five levels of access built into the web portal are described below:

1. **Government Site Administrator** – This is a state, municipal, township, or county employee who completes and maintains registration and has **full** access to the portal. It is the Government Administrator's responsibility to set up additional program administrators, program non-administrator users, and program view only users for access to reports provided by each program.
2. **Program Administrator** – This is a state, municipal, township, or county employee who completes and maintains registration and has **full** access to a specific program in the portal. It is the Program Administrator's responsibility to set up additional program non-administrator users and program view only users for access to reports provided by each program.
3. **Program Non-Administrator / Consultant** – This can be multiple employees, agents, or a consultant with the GE who has access to view the government dashboard and request, view, and maintain reports.
4. **Program View Only** – This can be multiple employees, agents, or a consultant with the GE who has access to view the government dashboard and view reports.
5. **No Program Level Role** – This can be applied to any user with multiple service role access and will eliminate the ability for that user to view/edit anything within that selected service.



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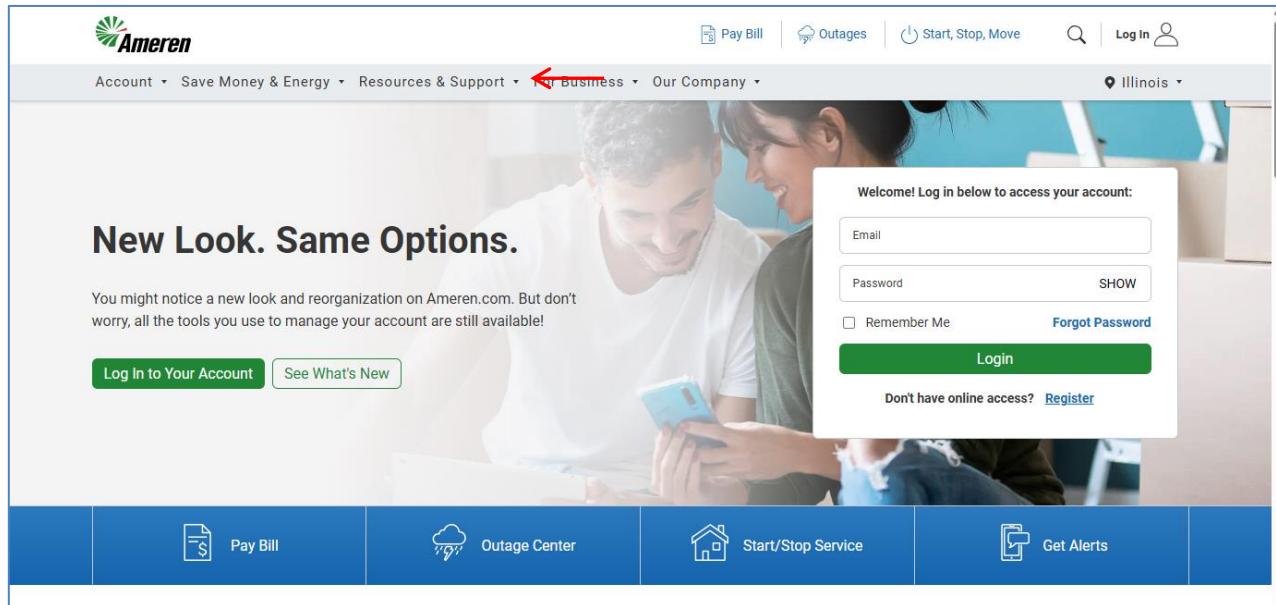
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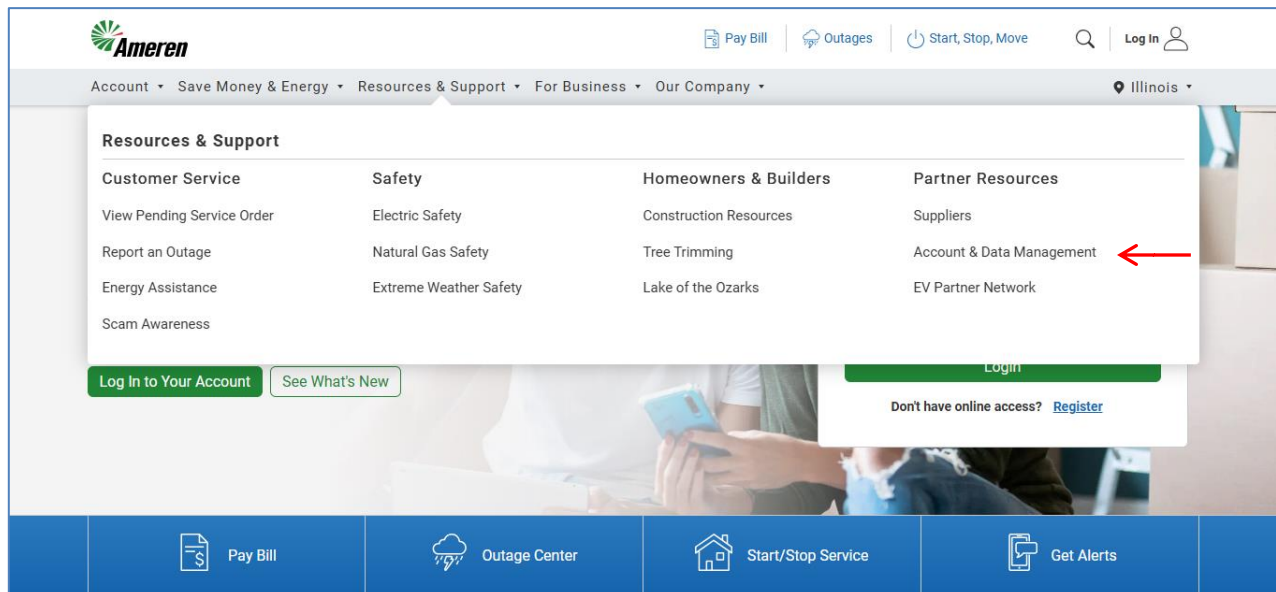
## Registration & Log In Guide Government Portal

To gain access to the Government Support Portal

1. Go to the Ameren website at [www.Ameren.com](http://www.Ameren.com)
2. Select "Resources & Support"

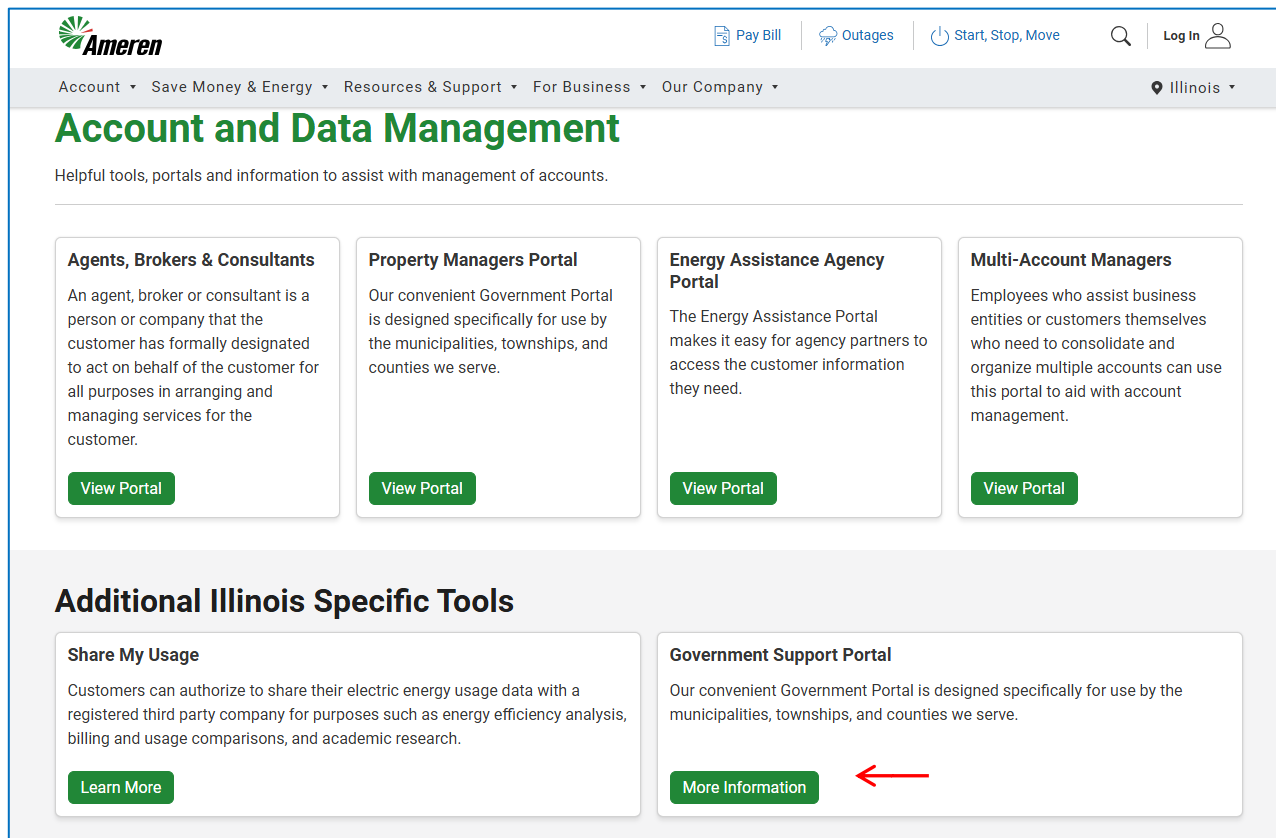


3. Select "Account & Data Management"



4. Select "Government Support Portal"

# Registration & Log In Guide Government Portal



**Account and Data Management**

Helpful tools, portals and information to assist with management of accounts.

**Agents, Brokers & Consultants**  
 An agent, broker or consultant is a person or company that the customer has formally designated to act on behalf of the customer for all purposes in arranging and managing services for the customer.  
[View Portal](#)

**Property Managers Portal**  
 Our convenient Government Portal is designed specifically for use by the municipalities, townships, and counties we serve.  
[View Portal](#)

**Energy Assistance Agency Portal**  
 The Energy Assistance Portal makes it easy for agency partners to access the customer information they need.  
[View Portal](#)

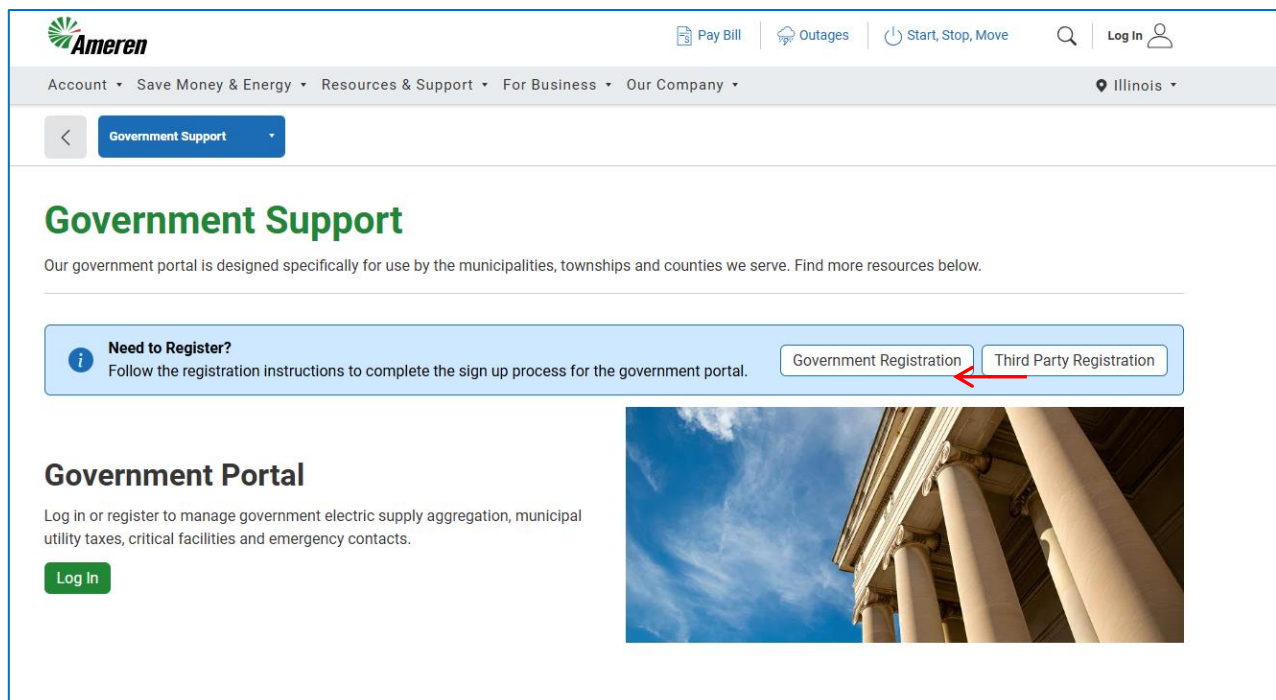
**Multi-Account Managers**  
 Employees who assist business entities or customers themselves who need to consolidate and organize multiple accounts can use this portal to aid with account management.  
[View Portal](#)

**Additional Illinois Specific Tools**

**Share My Usage**  
 Customers can authorize to share their electric energy usage data with a registered third party company for purposes such as energy efficiency analysis, billing and usage comparisons, and academic research.  
[Learn More](#)

**Government Support Portal**  
 Our convenient Government Portal is designed specifically for use by the municipalities, townships, and counties we serve.  
[More Information](#)

## 5. Select "Government Registration"



**Government Support**

Our government portal is designed specifically for use by the municipalities, townships and counties we serve. Find more resources below.

**Need to Register?**  
 Follow the registration instructions to complete the sign up process for the government portal.

[Government Registration](#)
[Third Party Registration](#)

**Government Portal**

Log in or register to manage government electric supply aggregation, municipal utility taxes, critical facilities and emergency contacts.

[Log In](#)



## Registration & Log In Guide Government Portal

A new web window will open to begin the registration. After reading the instructions, select “Next”.

Enter the Government Entity Name and select the Government Type. Once this information is provided the appropriate fields will display.



## Registration & Log In Guide Government Portal

Fill out all required fields (indicated with an asterisk), select the County|ies your entity is in(if more than 1 select the control key and select your Counties) and select “Next”. Provide as much information as possible during initial registration, to eliminate the need for any additional follow-up work in the future.

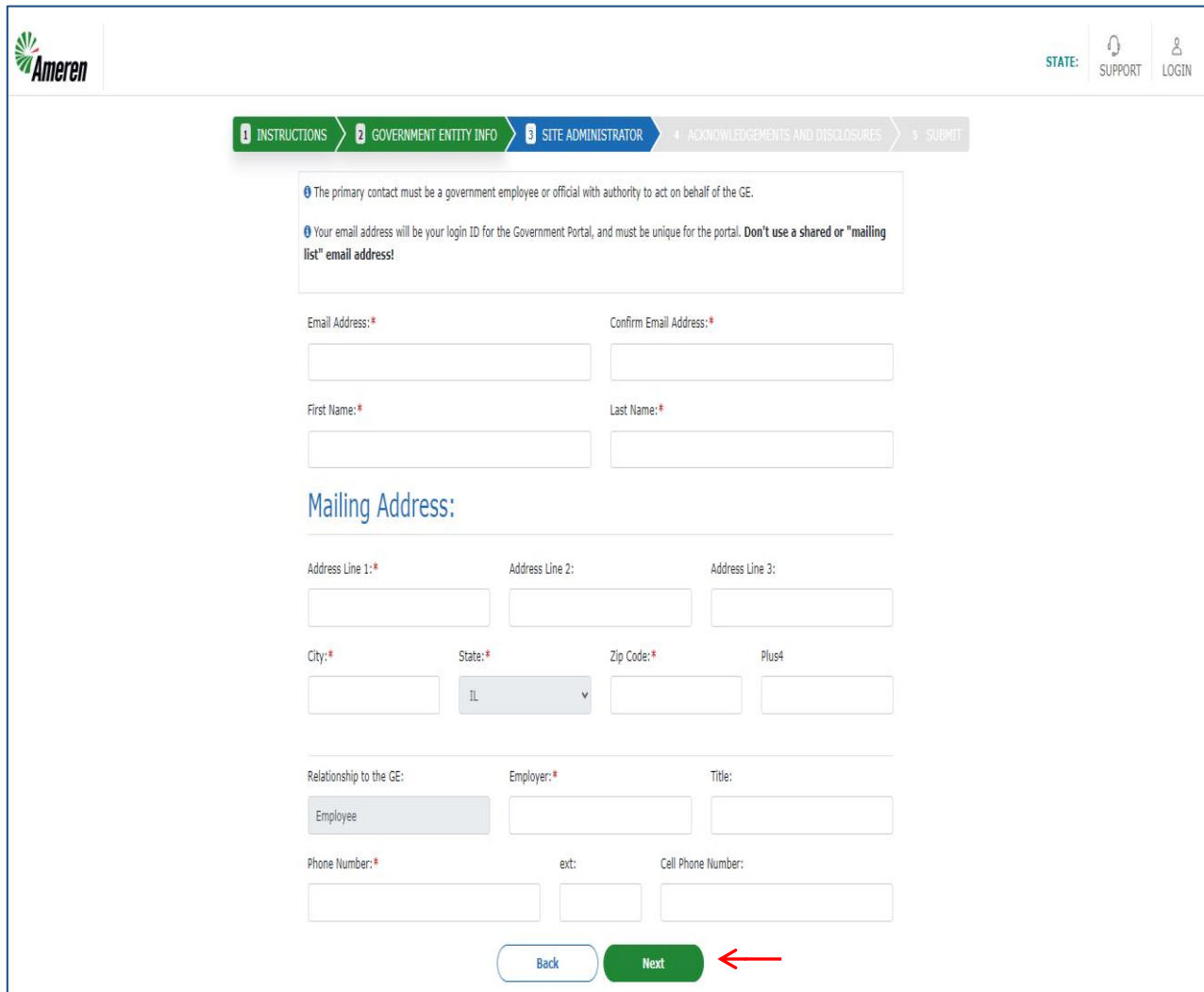
The screenshot shows the 'Government Entity Info' step of the registration process. The form includes the following fields and sections:

- Government Entity Name:** Text input with 'Test Government' and a green checkmark.
- City/Village Name:** Text input.
- Government Type:** Dropdown menu with 'Municipality' selected.
- Mailing Address:** Section header.
- Address Line 1, 2, 3:** Text inputs.
- City, State, Zip Code, Plus4:** Text inputs and dropdowns. 'State' is set to 'IL'.
- Phone Number, ext., Fax Number, ext.:** Text inputs.
- Office Hours:** Text input.
- Federal Tax Id:** Text input with '12-3456789'.
- Count(y)ies:** Dropdown menu with a list of counties including Adams, Alexander, Bond, and Brown.
- Navigation:** 'Back' and 'Next' buttons. A red arrow points to the 'Next' button.

The footer contains the Ameren logo and links for 'ABOUT AMEREN', 'MEDIA', 'CAREERS', and 'CONTACT US'.

The next tab, “Site Administrator”, is for primary contact information. The Site Administrator information **MUST** be a government employee or official with authority to act on behalf of the municipality, township, or county (not consultants or non-administrative agents). Complete the required fields, indicated with an asterisk, and select “Next”.

## Registration & Log In Guide Government Portal



**Note:** The email address entered here will be the future login email address. **Do not use a distribution list email address.**

The next window includes the Acknowledgement & Disclosures and the Non-Disclosure Agreement pertaining to all services offered based on the Government Type originally selected. (Examples of this screen are shown below) The final illustration shows the “Next” button, which is selected after reading the language.





# Registration & Log In Guide Government Portal

STATE: 

SUPPORT

LOGIN

1 INSTRUCTIONS

2 GOVERNMENT ENTITY INFO

3 SITE ADMINISTRATOR

4 ACKNOWLEDGEMENTS AND DISCLOSURES

5 SUBMIT

ACKNOWLEDGEMENTS & DISCLOSURES

Government Aggregator (GA)

To the extent required by law, Ameren Illinois Company d/b/a Ameren Illinois ("Ameren Illinois") will assist the GA throughout the aggregation process. Please be advised that Ameren Illinois is neutral as to the choice of supplier and is legally obligated to refrain from expressing any preferences between suppliers or supply options. The GA is encouraged to consult with the Illinois Power Agency ("IPA") for assistance in purchasing commodity under an aggregation program.

**Data and Timing**

Ameren Illinois is obligated to provide certain lists, as described herein and in Ameren Illinois' tariffs, and to transmit them to the GA. Upon completion of the GA's Registration and Non-Disclosure Agreement ("NDA"), GA's will be provided access to obtain said lists by using this Government Portal ("Portal").

Ameren Illinois will provide these lists in "as-is condition," based upon the most currently available data and without warranty as to the accuracy of the information. Please be advised that persons and businesses can, and often do move locations; new premises and services may be added or removed; and premises may change ownership at any time. Accordingly, information presented on these lists is subject to change, and it is the responsibility of the GA to access updated lists with regular frequency in an attempt to ensure and maintain the accuracy of the information contained thereon.

**Premises Authentication – Government Aggregator**

Each GA is required to verify the premises within its jurisdiction to ensure privacy of customer-specific information and compliance with Section 1-92 of the IPA Act prior to receiving detailed customer data. To complete this task, Ameren Illinois will provide to the GA a list of the premises currently coded in Ameren Illinois' system as located within the GA's jurisdiction, as defined below. By submitting a verified, authenticated premises list, the GA represents that such list contains an accurate representation of premises to the best of the GA's knowledge, information and belief. Ameren Illinois is not liable for the GA's failure to identify with accuracy the premises in its jurisdiction.

GAs are accountable for identifying and providing Ameren Illinois a list of Critical Facilities. Ameren Illinois cannot guarantee preferred restoration efforts of electric service to these facilities unless the GA has properly identified them. The GA must communicate to Ameren Illinois what it deems critical so Ameren Illinois can consider those in its restoration efforts. Prior to completing a review of Critical Facilities, the GA must complete a Premises Authentication. This may result in a change to the GA's Aggregation and Municipal Utility Tax. Ameren Illinois is not liable for the GA's failure to properly review and verify the information entered into the system is accurate and up-to-date.

GAs that are municipalities are accountable for the premises within their incorporated jurisdictions

GAs that are county boards are accountable for premises within their unincorporated jurisdictions and outside of other incorporated areas.

GAs that are townships are accountable for premises located within the township boundaries, as defined by its governing commissioners.

**Aggregation Boundaries vs. Taxation Boundaries**

To avoid complications, the GA should ensure the aggregation boundaries submitted to the Company match the boundaries it submits as part of any applicable taxation program. To the extent information is inconsistent between information provided during any authentication process and previous submittals, either related to aggregation or taxation, the Company reserves the right to use the most current information provided. Any adjustments to premises made by the GA are done by the Company on a prospective basis with the GA's knowledge, consent and understanding that any such changes may affect the collection and/or remission of taxes going forward. Ameren Illinois is not liable for any discrepancies that may exist between customer taxation designations and customer aggregation designations and is not liable for any tax implications and/or related loss(es) of revenue resulting from the GA's use of the Portal.

**Government Entity (GE) Municipal Utility Tax**

To the extent required by law, Ameren Illinois will assist the GE throughout the municipal utility tax process. As provided by law, the Company will make an additional charge to its customers receiving service in municipalities imposing the tax authorized by Section 8-11-2 of the Illinois Municipal Code. Said additional charge will be separately shown on each such customer's bill and designated as a "Municipal Charge" or by a similar description.

Prior to commencing a municipal utility tax, the GE shall first authenticate all premises within their jurisdiction and provide Ameren Illinois with a certified ordinance enabling the municipal utility tax. Ameren Illinois must update the appropriate tariffs and its' billing systems to implement the municipal utility tax, which may result in a reasonable delay in tax implementation.

**Data and Timing**

NON-DISCLOSURE AGREEMENT

WHEREAS, Ameren Illinois Company d/b/a Ameren Illinois ("Ameren Illinois") is in possession of certain Confidential Information (as defined herein) relating to Ameren Illinois' business operations, Ameren Illinois' customers and/or the services provided by Ameren Illinois;

WHEREAS, Recipient, including its officers, agents, consultants or others acting on its behalf (collectively "Recipient") has requested from Ameren Illinois certain Confidential Information for the purpose of completing a lawful objective or function; and

WHEREAS, Ameren Illinois has agreed, subject to the terms of this Agreement and to the extent required or permitted by Illinois law, to the disclosure of such Confidential Information to Recipient; and

WHEREAS, Ameren Illinois desires to have all such Confidential Information handled by Recipient on a confidential and need-to-know basis, subject to the terms of this Agreement; and

NOW THEREFORE, in consideration of the execution of this Agreement, and other good and valuable consideration, and the covenants made herein, the Parties agree that the disclosure of such Confidential Information by Ameren Illinois to Recipient is subject to the following terms and conditions:

1. Confidential Information Defined. Confidential Information includes non-public information from or about Ameren Illinois or its affiliates, customers or business partners, including but not limited to customer-specific information, or other information that may, by operation of law or in accordance with best practices, be subject to heightened protections or sensitivities. Under this Agreement, all information disclosed by Ameren Illinois whether provided in oral, written, visual, electronic or other form is presumed to be Confidential Information unless it falls within one of the exclusions of Section 3. Confidential Information as used herein also includes information supplied by Ameren Illinois to Recipient prior to the execution of this Agreement, and such Confidential Information shall be considered in the same manner and be subject to the same treatment as the Confidential Information made available after the execution of this Agreement.

2. Exclusions from Definition. Confidential Information as used herein does not include any information that (i) is already known to the Recipient at the time it is disclosed to the Recipient, provided that such prior knowledge can be substantiated by written records and documents or (ii) is or has become generally known to the public through no wrongful act of the Recipient, (iii) information permitted to be disclosed by consent or authority of a customer or customers, or (iv) is obtained by the Recipient from a third party who has the right, to the best of the Recipient's knowledge, to disclose the information.

11. No Waiver; Amendment; Exclusive Agreement. No failure or delay by either of the Parties in exercising any right, power or privilege hereunder shall operate as a waiver thereof, nor shall any single or partial exercise thereof preclude any other or further exercise thereof or the exercise of any other right, power or privilege hereunder. This Agreement shall not be modified, supplemented or amended except by a writing signed by both Parties hereto. This Agreement represents the exclusive agreement between the Parties in connection with the subject matter hereof.

12. Applicability to Affiliates. Any Confidential Information disclosed by an affiliated company of Ameren Illinois which would otherwise constitute Confidential Information hereunder if disclosed by Ameren Illinois, shall be deemed to constitute Confidential Information under this Agreement, and the rights of Ameren Illinois under this Agreement may be enforced by any such affiliate as if such affiliate were also a Party to this Agreement.

13. APPLICABLE LAW; JURISDICTION; WAIVER OF JURY TRIAL THIS AGREEMENT SHALL BE GOVERNED BY ILLINOIS LAW, AND SHALL BE DEEMED TO HAVE BEEN EXECUTED AND PERFORMED IN THE STATE OF ILLINOIS.

14. Notices. All notices, demands and other communications required or permitted to be given under this Agreement shall be in writing and shall be deemed to be made or given when personally delivered or 3 business days after being mailed by registered or certified United States mail, postage prepaid, return receipt requested, or 1 business day after being sent by Federal Express or other recognized courier guaranteeing overnight delivery, to the Parties at the following respective addresses, or at such other address as a respective Party may designate from time to time pursuant to a notice duly given hereunder to the Ameren Illinois:

Back

Next

ABOUT AMEREN MEDIA CAREERS CONTACT US

Copyright © 2022 Ameren Services Site Map Privacy Employee Login

The last window allows you to review and edit the information you have input and is the affirmation that you are the authorized contact for the Government Entity and review for the Non-Disclosure Agreement is complete. Select the check boxes and "Submit". If you choose, you can print and/or save a version of the registration data by selecting the link *before* you select "Submit".





## Registration & Log In Guide Government Portal

1 INSTRUCTIONS

2 GOVERNMENT ENTITY INFO

3 SITE ADMINISTRATOR

4 ACKNOWLEDGEMENTS AND DISCLOSURES

5 SUBMIT

Government Entity ..... 

Edit

Site Administrator ..... 

Edit

1 nowhere

anywhere, IL 61856

Government Entity Name .....

Federal Tax ID .....

Government Type ..... Municipality

Office Hour .....

Phone Number .....

Fax Number .....

1 anywhere

nowhere, IL 61856

First Name .....

Last Name .....

Relationship to the GE .....

Employer .....

Title .....

Phone Number .....

Cell Phone .....

Email .....

I understand that by default I will be the administrator for this program unless I assign another user as the Program Administrator.

Name: Be Best Title: Date: Mon Mar 28 2022 15:42:58 GMT-0500 (Central Daylight Time)

☐ \* I affirm that I am the person who prepared this form, or that I have prepared and submitted this form as the duly authorized executor, guardian, authorized officer, or agent of such named person, and that I acknowledge that I have read and understood all of the questions in this form and that all of the information submitted in this form is true and correct to the best of my knowledge, and that all responses to the questions are full and complete, omitting no material information. I have reviewed, understand and agree with the Acknowledgements and Disclosures.

☐ \* I affirm that I have reviewed, understand and agree with the Non-Disclosure Agreement.

When you click the "Submit" button, this registration will be added to the Government Portal database with a "Pending" status, and will be reviewed by the Government Support Team. You will be notified via email of the approval status.

Please take a few moments to review entered data before submitting. You can click the "tabs" above to view the previous pages  
[click here for a print-friendly summary of your registration data.](#) **Please print the summary and retain a copy for your records.**

Back

Submit

A confirmation page explaining an email with further instructions will follow.

Government Portal Registration

[Close this window](#)  
*FOCUSED ENERGY. For Life.*

Thank you for registering for the Government Portal.

An email has been sent to you for verification. Please follow instructions in the email to complete your registration. You cannot login and register for programs until verification of your email address is complete.



## Registration & Log In Guide Government Portal

### Logging into the Government Portal

To gain access to the Government Portal there are two options, listed below:

1. Confirmation Email - After registration you will receive a confirmation email, which includes a temporary password and a link to the website. It is **recommended** to copy & paste the temporary password on to the password field.

**You have been granted "Government Administrator" authorization for Warrensburg Township.**

You can use the following information to log in:

Email: \_\_\_\_\_  
Password: \_\_\_\_\_

Upon logging in you will be prompted to replace your temporary password.

**THIS MESSAGE WAS SENT FROM THE AMEREN ILLINOIS GOVERNMENT PORTAL**

Our website address is <http://sc72.uat0.ameren.com/illinois/government-support/aggregation>

**THANK YOU FOR USING THE GOVERNMENT PORTAL**

If you have any questions, please email [GovernmentSupportTeam@AmerenIllinois.com](mailto:GovernmentSupportTeam@AmerenIllinois.com).

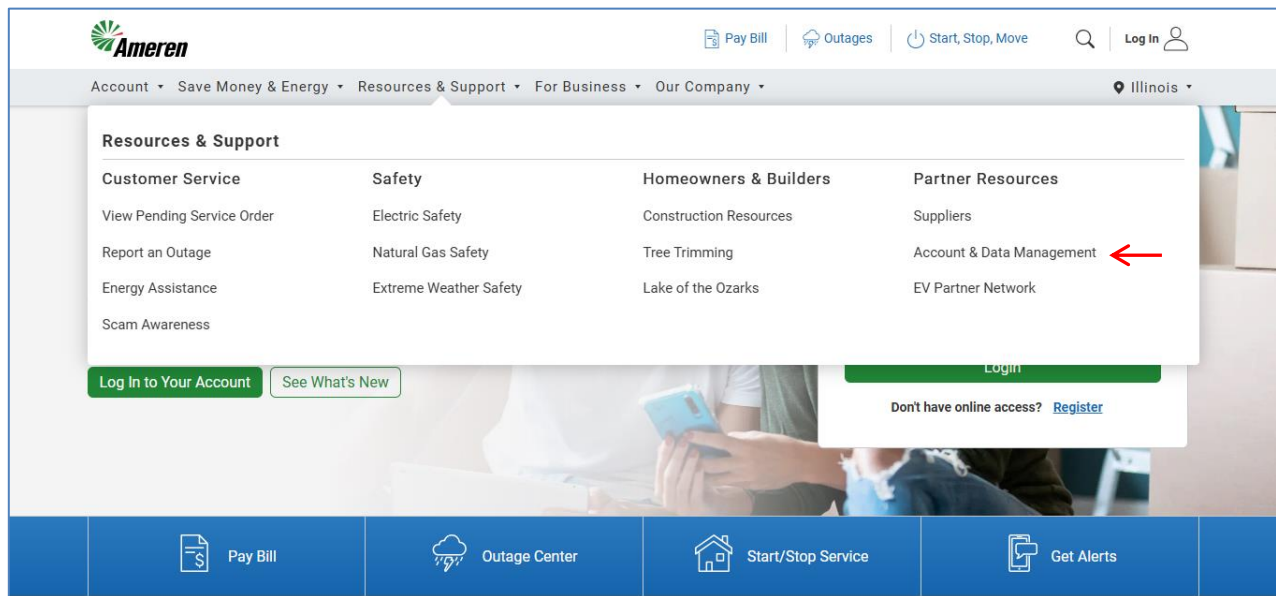
Ameren Illinois will never contact you by email asking you to validate your password. If you receive such a request, please notify us.

2. Go to the Ameren website at [www.Ameren.com](http://www.Ameren.com) and select Resources & Support.

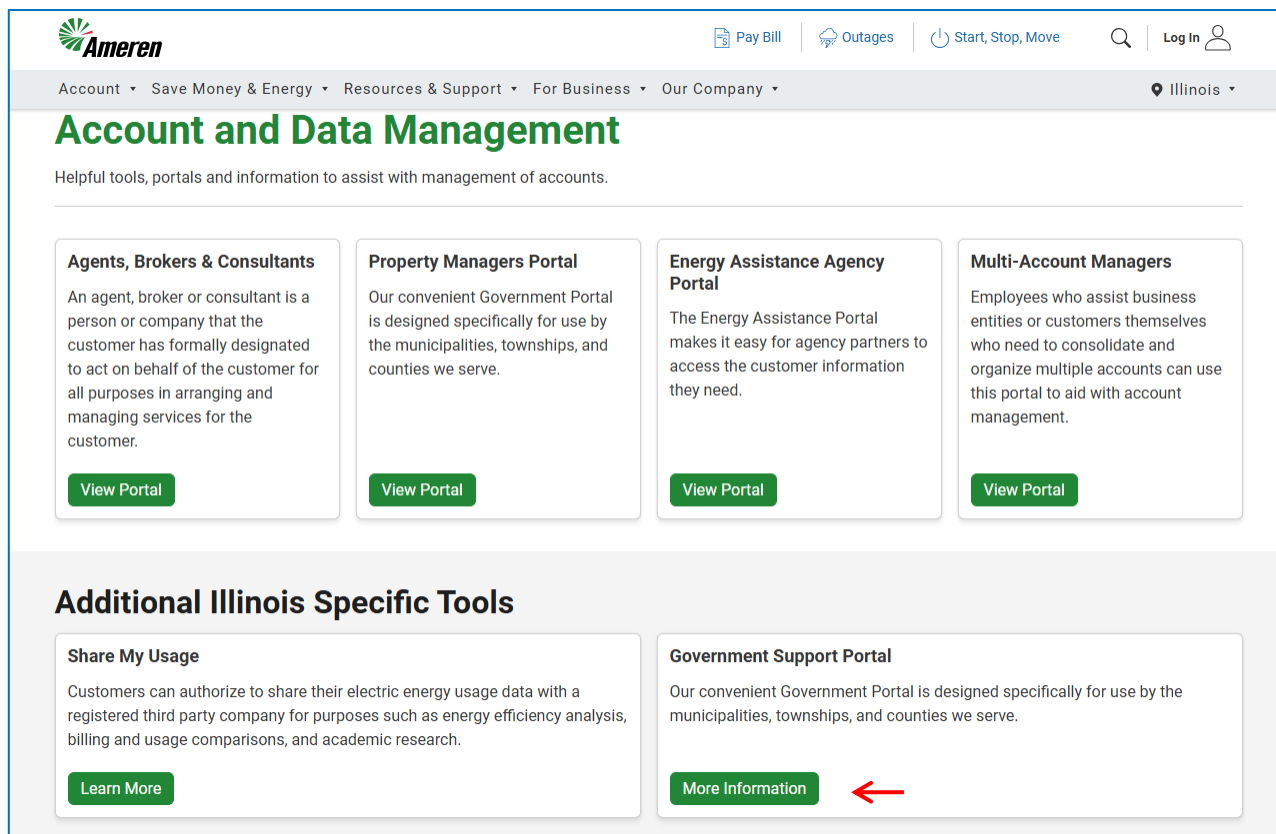
3. Select "Account & Data Management"



## Registration & Log In Guide Government Portal

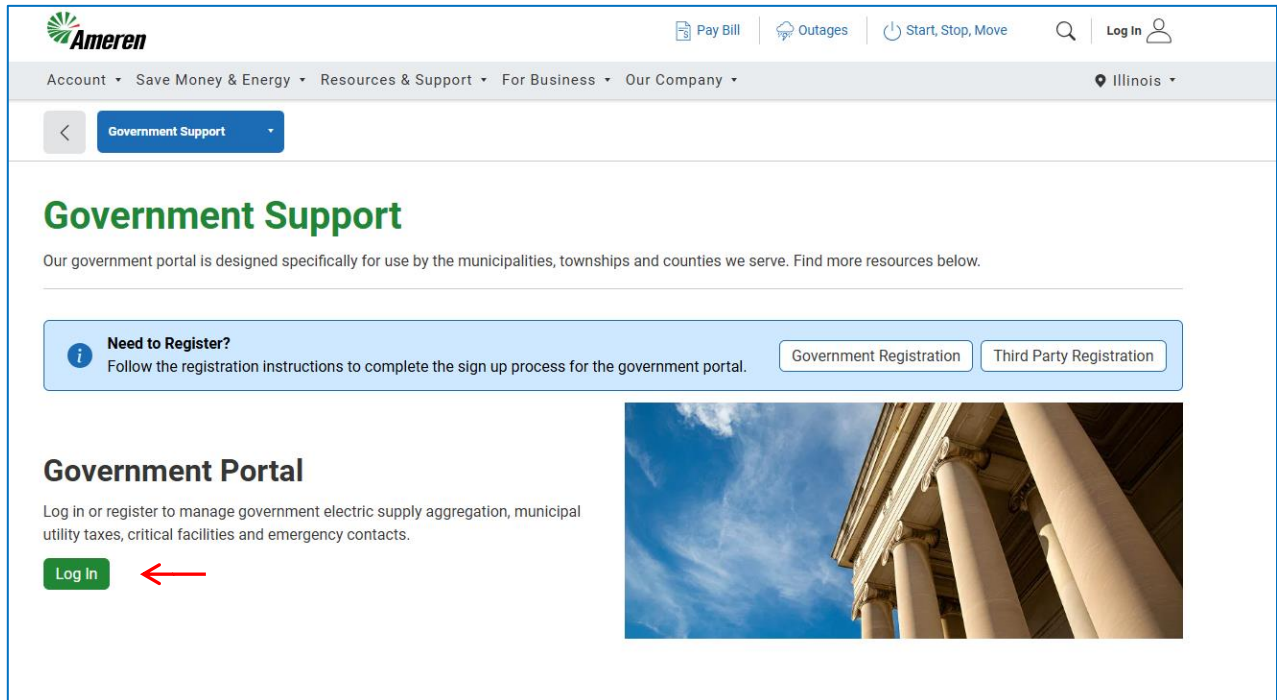


4. Go down to Government Support Portal and select "More Information".



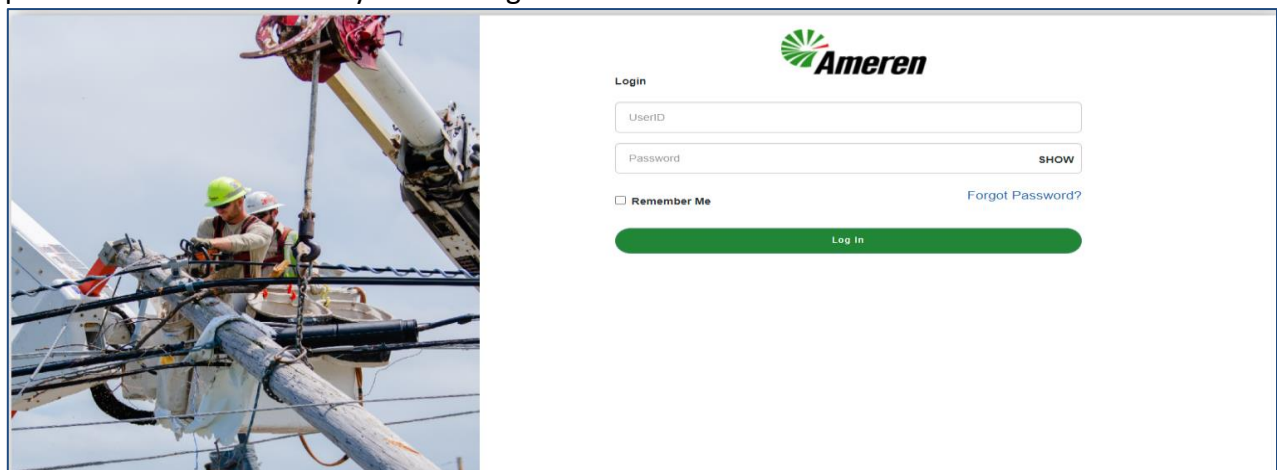
## Registration & Log In Guide Government Portal

5. Then select "Government Portal Login".



The screenshot shows the Ameren Government Support page. At the top is the Ameren logo and navigation links: Pay Bill, Outages, Start, Stop, Move, and Log In. Below the navigation bar are links for Account, Save Money & Energy, Resources & Support, For Business, and Our Company. A dropdown menu for Government Support is open, showing a back arrow and the Government Support link. The main heading is "Government Support" in green. Below it is a subheading: "Our government portal is designed specifically for use by the municipalities, townships and counties we serve. Find more resources below." A blue box contains the text "Need to Register?" and "Follow the registration instructions to complete the sign up process for the government portal." To the right of this box are two buttons: "Government Registration" and "Third Party Registration". Below the blue box is a section titled "Government Portal" with the text "Log in or register to manage government electric supply aggregation, municipal utility taxes, critical facilities and emergency contacts." A green "Log In" button is highlighted with a red arrow. To the right of the text is a photograph of a classical building with columns.

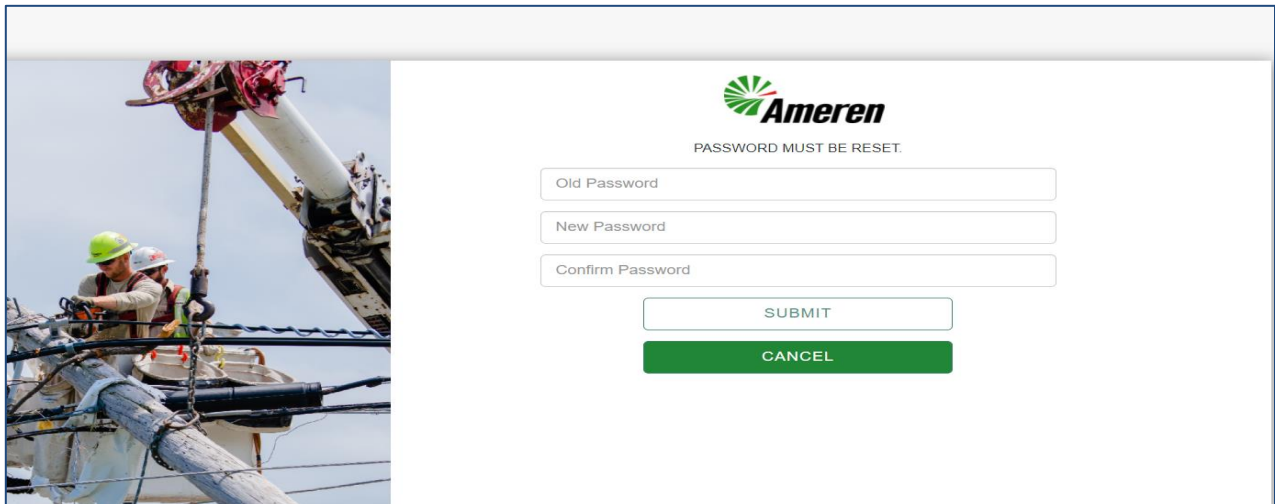
For a first-time user enter your email address used during registration and the temporary password that was sent to you after registration.



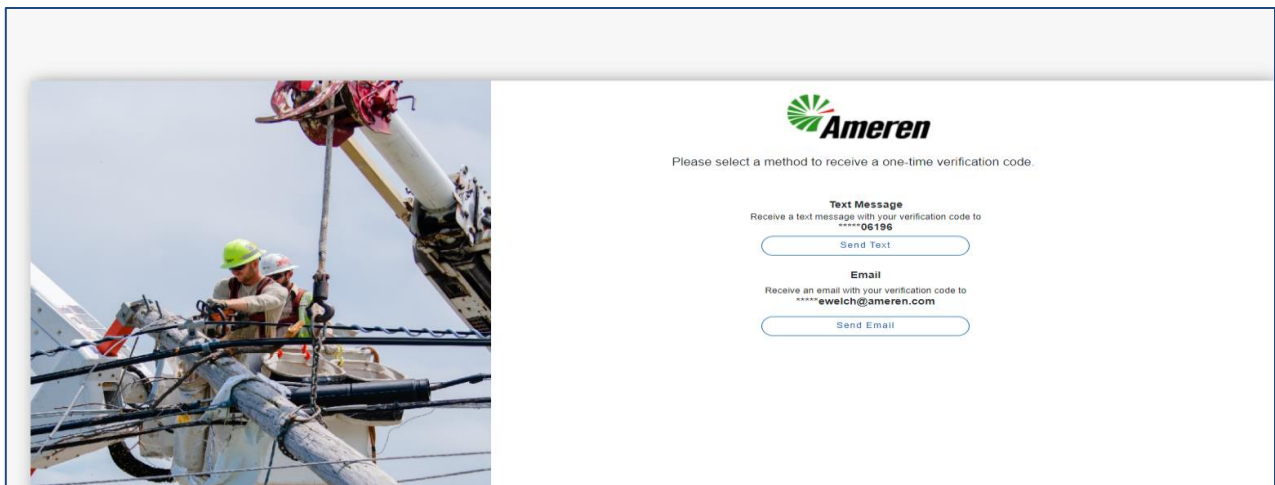
The screenshot shows the Ameren Login page. On the left is a photograph of a utility worker on a power line. On the right is the login form. At the top is the Ameren logo. Below it is the heading "Login". There are two input fields: "UserID" and "Password". To the right of the Password field is a "SHOW" button. Below the input fields is a checkbox labeled "Remember Me" and a link labeled "Forgot Password?". At the bottom is a green "Log In" button.

## Registration & Log In Guide Government Portal

You will be prompted to set up a new, permanent password.



And you will then be asked to enter a verification code.





## Registration & Log In Guide Government Portal

After successful log in, the user is directed to the “Profile Information” window to complete your user profile.

Profile Information

Primary Contact Information

I

adam#ewelch@ameren.com

F

Program

L

Admin

Ti

Program Admin for elec MUT

E

Ameren Test 4

F

217-840-6196

Cell Phone Number:

Address

Address Line 1: \*

Address Line 2:

Address Line 3:

City: \*

State: \*

IL

Zip: \*

Cancel

Save

After completing the user profile, select “Save”. The user is then directed to the Government Dashboard where Municipalities, Counties, and Townships begin to register for their specialized service(s).

You can also change your password on this page. Please pay close attention to the rules provided when creating a password.

Change Password

- Must be at least 8 characters long
- Must not exceed 250 characters
- No leading or trailing spaces
- Must have a capital letter
- Cannot contain whitespace other than a space
- Cannot have two continuous spaces

- Must have a letter, number and a special character
- Cannot repeat any character more than twice
- Cannot use following characters <, >, &, -
- Password cannot match UserID/email address

Current Password: \*

New Password: \*

Re-enter new Password: \*

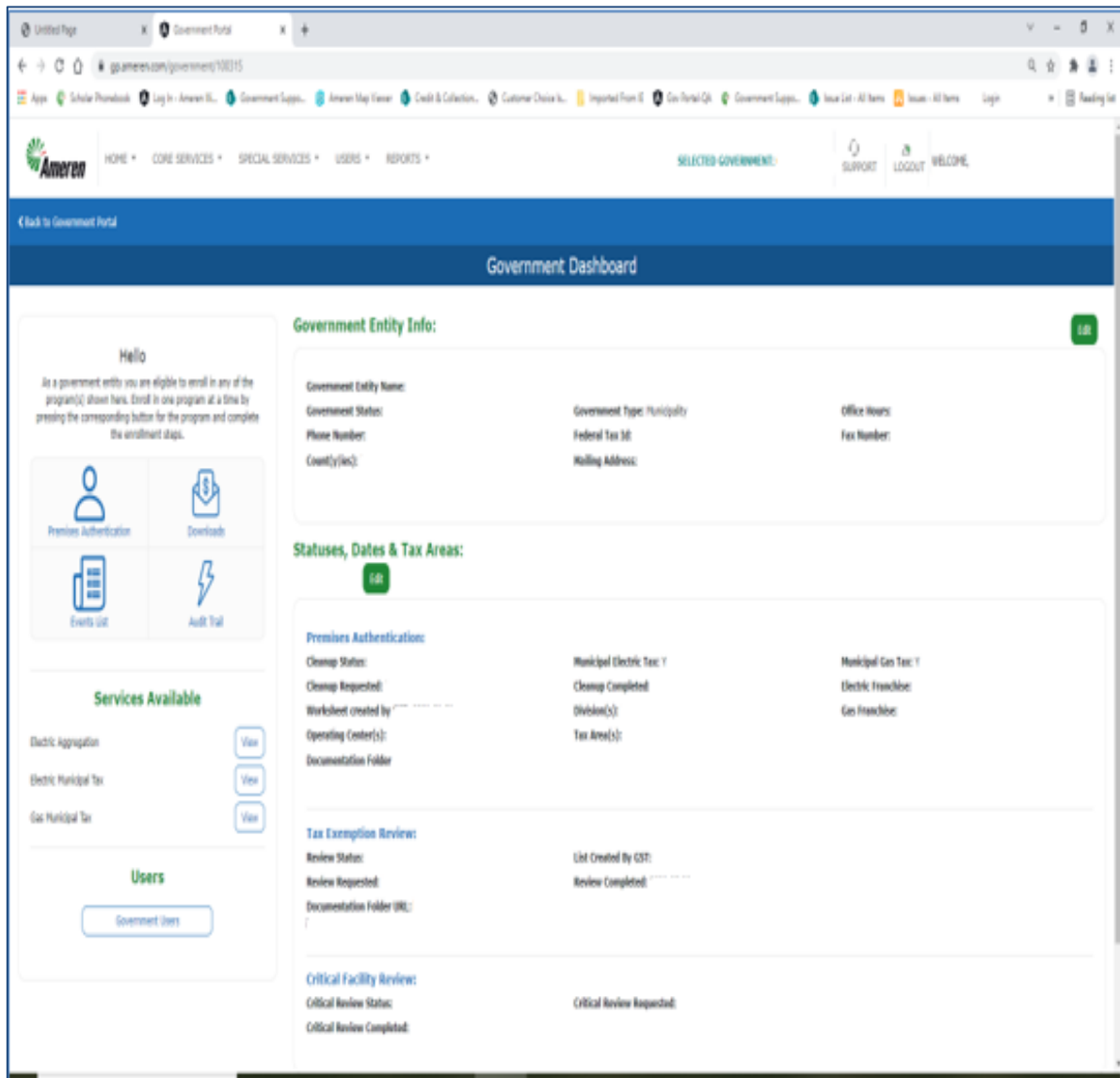
Cancel

Change Password

# Registration & Log In Guide Government Portal

## Government Dashboard

“Government Dashboard”, contains GE specific data that can be edited by the Government Site Administrator and where services are accessed or added. This window will list all services available based on the Government Type selected during initial registration.



**Government Dashboard**

**Hello**  
As a government entity you are eligible to enroll in any of the program(s) shown here. Enroll in one program at a time by pressing the corresponding button for the program and complete the enrollment steps.

**Services Available**

- Electric Aggregation [View](#)
- Electric Municipal Tax [View](#)
- Gas Municipal Tax [View](#)

**Users**  
[Government Users](#)

**Government Entity Info:** [Edit](#)

Government Entity Name:	Government Type: Municipality	Office Hours:
Government Status:	Federal Tax Id:	Fax Number:
Phone Number:	Mailing Address:	
Count(y)ies:		

**Statuses, Dates & Tax Areas:** [Edit](#)

**Premises Authentication:**

Cleanup Status:	Municipal Electric Tax: Y	Municipal Gas Tax: Y
Cleanup Requested:	Cleanup Completed:	Electric Franchise:
Worksheet created by:	Division(s):	Gas Franchise:
Operating Center(s):	Tax Area(s):	
Documentation Folder:		

**Tax Exemption Review:**

Review Status:	List Created by GST:
Review Requested:	Review Completed:
Documentation Folder URL:	

**Critical Facility Review:**

Critical Review Status:	Critical Review Requested:
Critical Review Completed:	

## Users

Selecting Users, then Manage Users, will show the Government Site Administrator a list of authorized individuals and the level of access given to each user. This window also provides the administrator the ability to see all users, authorized and not authorized, by selecting the check box.





## Registration & Log In Guide Government Portal

The screenshot shows the 'Users' page of the Ameren Government Portal. The header includes the Ameren logo, navigation tabs (HOME, CORE SERVICES, SPECIAL SERVICES, USERS, REPORTS), and a 'STATE: IL' dropdown. The main content area has a 'Hello Program!' message, a search bar, and checkboxes for 'Show Unauthorized Users' and 'Show Mailing Address'. Below these is a table of users with columns: Name, Registration Completed, Email Address, Program, Role, Government Relationship, Employer, and Title. The table lists four users: Addie Minn, test info, test info, and test info. An 'Add' button is located next to the 'Add new Government user' text.

Name	Registration Completed	Email Address	Program	Role	Government Relationship	Employer	Title
Addie Minn	2018-05-02T08:06:05		All Programs	Gov Admin	Employee	Ameren Test	know-it-all
test info	2021-12-14T07:58:43		All Programs	No Site Level Role	Employee	test	title
test info	2021-12-14T07:58:43		Electric Aggregation	Program Non Admin	Employee	test	title
test info	2021-12-14T07:58:43		Electric Municipal Tax	Program Non Admin	Employee	test	title

### Add Users

To add users, simply select Add and add their email address and select “Continue”.

This screenshot is similar to the one above, but with a red arrow pointing to the 'Add' button in the 'Add new Government user' section. The table below the main content area shows the same user data as the previous screenshot.

Name	Registration Completed	Email Address
Addie Minn	2018-05-02T08:06:05	
test info	2021-12-14T07:58:43	
test info	2021-12-14T07:58:43	

The GE Administrator will receive the window below and will need to complete the required fields, indicated with an asterisk, select the Role, access rights for each service, and the Relationship to the GE. Select “Submit”. The user will receive an email advising that they have been granted access to the Government Support Portal and their temporary password.

(A detailed description for access rights is provided on pages 1 or 33)

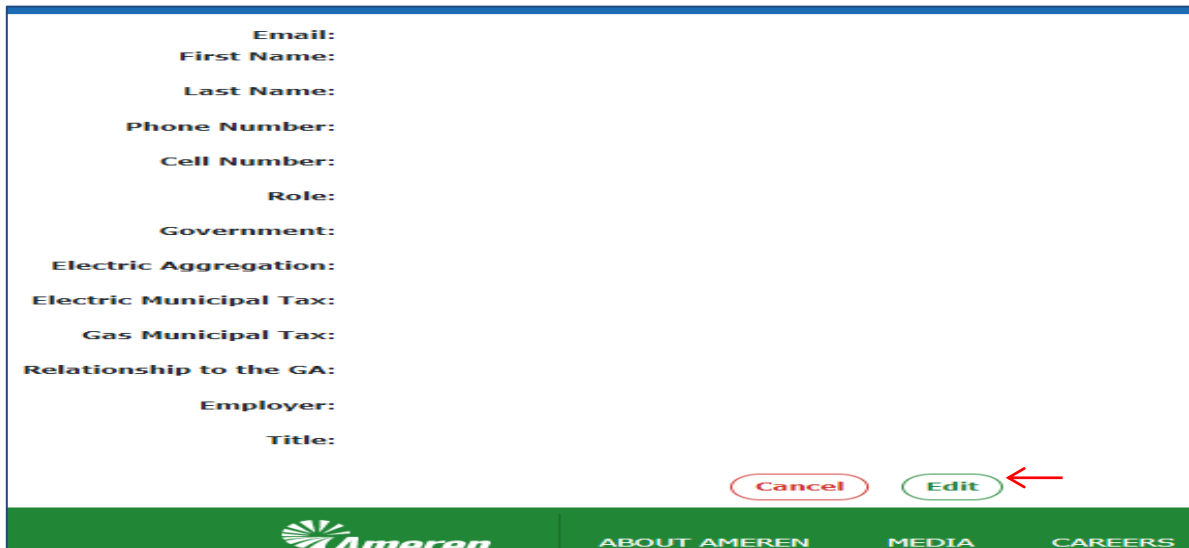


Note: Users, who have already registered, are notified immediately once the GE Administrator enters their email address. The GE Administrator will only need to fill out the role, service access rights, and relationship for those users. We are only able to release information to consultants if they have access to the portal.

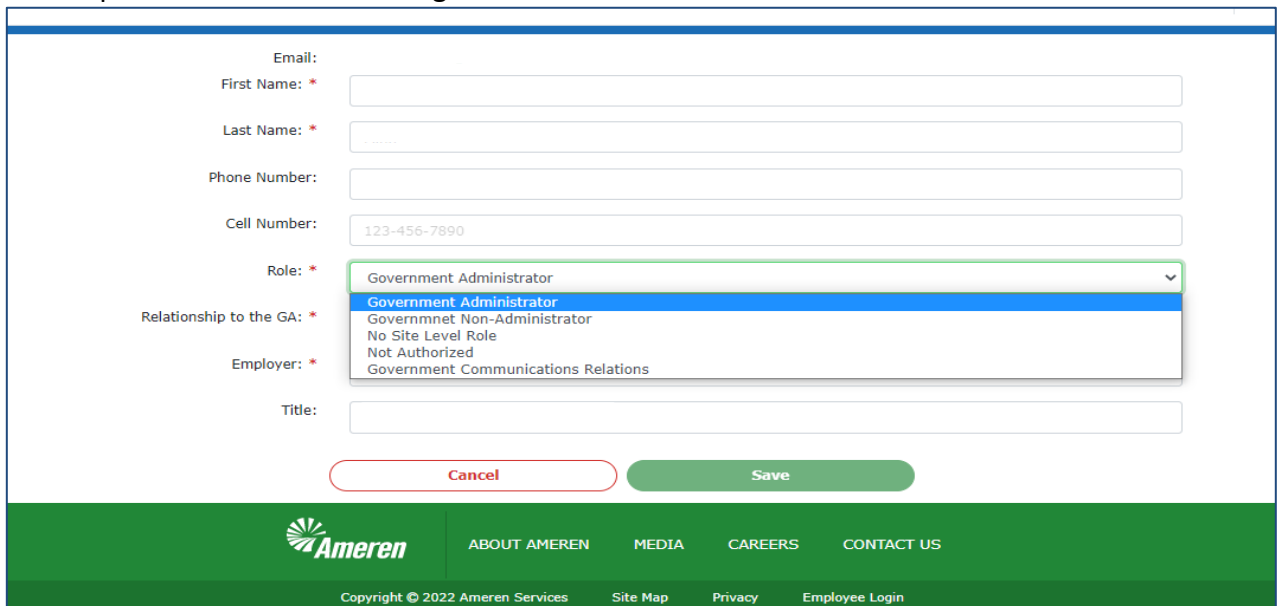
The “Users” tab is also where the GE Site Administrator or GE Program Administrator can remove access for users. To remove access, the GE administrator needs to select the name/link of the non-admin user.

Select the “Edit” button.

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In the same window, the Role field becomes active. The GE administrator should select the drop down for Role and change it to “Not Authorized” and select “Submit”.



The user's whose access was changed will receive an email advising that authorization was updated to No Program Level Role.

### User Profile

To view the “User Profile”, select Users and then select "User Profile" from the drop-down menu.



## Registration & Log In Guide Government Portal

HOME ▾ CORE SERVICES ▾ SPECIAL SERVICES ▾ USERS ▾ REPORTS ▾

USER PROFILE ←

MANAGE USERS

This allows the user currently signed into the Government Support Portal to make corrections to their registration information and change their password.

**Profile Information**

**Primary Contact Information**

Email: \*

First Name: \*

Last Name: \*

Title: \*

Employer: \*

Phone Number: \*

Cell Phone Number:

**Address**

Address Line 1: \*

Address Line 2:

Address Line 3:

City: \*

State: \*

Zip: \*

IL

Cancel Save

**Change Password**

- Must be at least 8 characters long
- Must not exceed 250 characters
- No leading or trailing spaces
- Must have a capital letter
- Cannot contain whitespace other than a space
- Cannot have two continuous spaces
- Must have a letter, number and a special character
- Cannot repeat any character more than twice
- Cannot use following characters <,>,&,-
- Password cannot match UserID/email address

Current Password: \*

New Password: \*

Re-enter new Password: \*

Cancel Change Password



# Registration & Log In Guide Government Portal

## Electric Aggregation

For those Government Entities looking to pursue Electric Aggregation, follow the process defined below to begin registration. Select “Add” next to Electric Aggregation.

**Government Dashboard**

Hello Tina!

As a government entity you are eligible to enroll in any of the program(s) shown here. Enroll in one program at a time by pressing the corresponding button for the program and complete the enrollment steps.

**Services Available**

- Electric Aggregation **Add**
- Electric Municipal Tax **Add**
- Gas Municipal Tax **Add**

**Government Entity Info:**

**Government Entity Name:** Marion (IL)  
**Government Status:** Active  
**Phone Number:**  
**Count(y)ies:** Marion (IL)

**Government Short Name:**  
**Government Type:** Municipality  
**Federal Tax Id:**  
**Mailing Address:** 123 ANY ST, , ANY CITY, IL, 62521  
**Office Hours:** M-F 9-12  
**Fax Number:**

**Statuses, Dates & Tax Areas:**

**Premises Authentication:**  
**Cleanup Status:** Cleanup Complete  
**Cleanup Requested:** 2021-09-28  
**Worksheet created by GST:** 2017-08-09  
**Operating Center(s):** Robinson, Champaign, Danville, Effingham, Mattoon, Gilman, Tuscola, CILCO, Tuscola, Olney, North Pana, Paris, Paxton  
**Documentation Folder URL:**

**Municipal Electric Tax:** N  
**Cleanup Completed:** 2021-09-28  
**Division(s):** Division IV  
**Tax Area(s):** Alma

**Municipal Gas Tax:** N  
**Electric Franchise:** Y  
**Gas Franchise:** N

**Tax Exemption Review:**  
**Review Status:** Review Not Started  
**Review Requested:** 0001-01-01  
**Documentation Folder URL:**

**List Created By GST:** 2017-08-09  
**Review Completed:** 0001-01-01

**Critical Facility Review:**

The next window presented is the Instructions page, before selecting “Next” be sure to read the instructions as it provides information pertaining to the service you are requesting to add.

**INSTRUCTIONS**

This Registration and any requests for information processed pursuant thereto is applicable to the transmittal of data to corporate authorities of municipalities, township boards, and county boards of counties (hereinafter, “Government Aggregator” or “GA”) located in Ameren Illinois Company d/b/a Ameren Illinois (hereinafter, “Ameren Illinois” or “Company”) service territory operating an electric aggregation program in accordance with Section 1-92 of the Illinois Power Agency Act (“IPA Act”) (20 ILCS 3855). For the purposes of this Registration, the GA shall include authorized employees and agents of municipal, township, and county governments. To initiate access to the Government Aggregation services offered by Ameren Illinois, please complete the field(s) below. GAs entering into an intergovernmental agreement to aggregate residential and small commercial retail electric load will be required to submit this Registration by each respective GA.

To the extent certain information requested is not yet known or available, please leave the field blank until the information is known. The GA will need to update the Registration via the Government Portal when the information becomes known or available. If the GA is just beginning the process and does not yet require customer account numbers, the Company requires, at a minimum, the contact information for the GA.

The Registration must be completed, submitted and accepted by the Company prior to Ameren Illinois providing any customer-specific information to the GA. This Registration must be completed and verified by an individual with the authority to act on behalf of the GA and, once complete, the terms of this Registration shall be binding on said GA. In addition to this Registration, a copy of the ordinance and/or referendum and certified results are also required to be provided by the GA prior to the GA receiving customer-specific data.

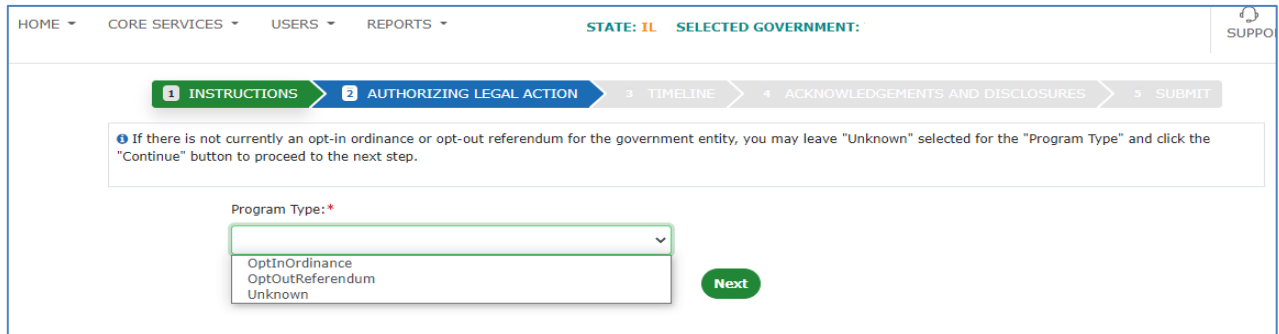
Submission of this Registration shall constitute an official request for information, which is and shall be subject to certain limitations, including but not limited to those contained in Section 16-122 of the Public Utilities Act and Section 29H of the Consumer Fraud and Deceptive Business Practices Act. Ameren Illinois recommends the GA require the execution of Non-Disclosure Agreements with any outside parties assisting with Government Aggregation or the municipal utility tax processes and that may have access to customer-specific information.

After submitting a completed Registration, Ameren Illinois will review the submission and confirm approval with the GA for Electric Aggregation.

**Next**

## Registration & Log In Guide Government Portal

The next window will need to know the type of Aggregation Program being utilized by the Government Entity. If the user is unsure of the Program Type, leave the field as Unknown and select “Next”.



HOME CORE SERVICES USERS REPORTS STATE: IL SELECTED GOVERNMENT: SUPPO

1 INSTRUCTIONS 2 AUTHORIZING LEGAL ACTION 3 TIMELINE 4 ACKNOWLEDGEMENTS AND DISCLOSURES 5 SUBMIT

If there is not currently an opt-in ordinance or opt-out referendum for the government entity, you may leave "Unknown" selected for the "Program Type" and click the "Continue" button to proceed to the next step.

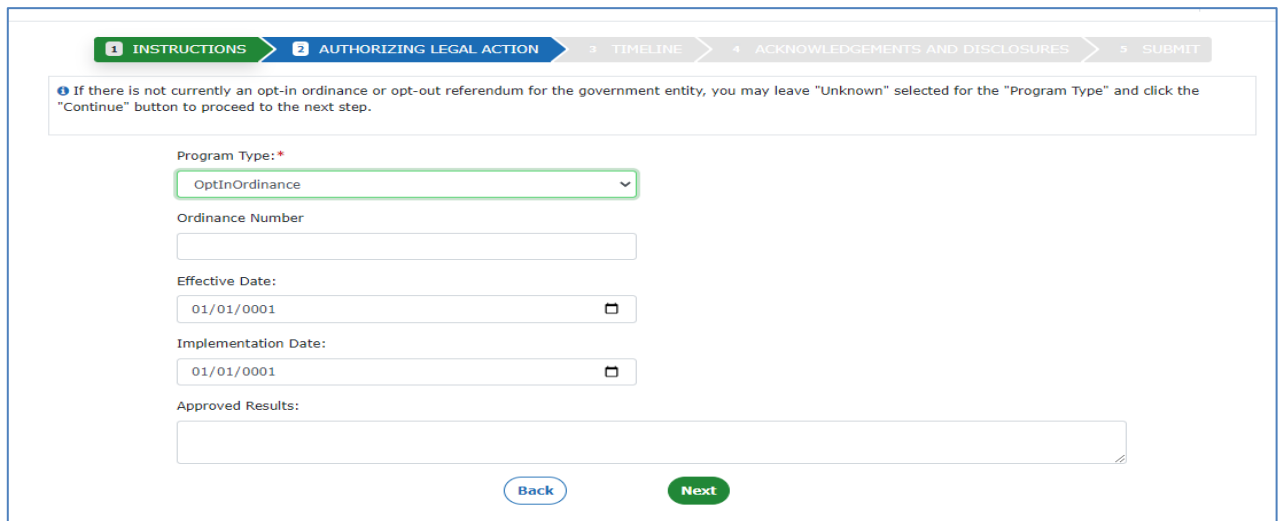
Program Type: \*

OptInOrdinance  
OptOutReferendum  
Unknown

Next

If a Program Type is selected the user will see one of two screens shown below.

For Opt-In: Enter the ordinance number that approved the program and other information if available. Select “Next”.



1 INSTRUCTIONS 2 AUTHORIZING LEGAL ACTION 3 TIMELINE 4 ACKNOWLEDGEMENTS AND DISCLOSURES 5 SUBMIT

If there is not currently an opt-in ordinance or opt-out referendum for the government entity, you may leave "Unknown" selected for the "Program Type" and click the "Continue" button to proceed to the next step.

Program Type: \*

OptInOrdinance

Ordinance Number

Effective Date:

01/01/0001

Implementation Date:

01/01/0001

Approved Results:

Back Next

For Opt-Out: Enter the ordinance number that approved the Referendum and other information if available. Select “Next”.



## Registration & Log In Guide Government Portal

**1 INSTRUCTIONS** **2 AUTHORIZING LEGAL ACTION** 3 TIMELINE 4 ACKNOWLEDGEMENTS AND DISCLOSURES 5 SUBMIT

**1** If there is not currently an opt-in ordinance or opt-out referendum for the government entity, you may leave "Unknown" selected for the "Program Type" and click the "Continue" button to proceed to the next step.

Program Type: \*  
OptOutReferendum

Ordinance Number  
[Text Field]

Effective Date:  
01/01/0001 [Calendar Icon]

Implementation Date:  
01/01/0001 [Calendar Icon]

Approved Results:  
[Text Field]

[Back](#) [Next](#)

The following window is not required; however we strongly recommend that you provide as much information as possible during initial registration, to eliminate the need for follow-up work. Select "Next".

**1 INSTRUCTIONS** **2 AUTHORIZING LEGAL ACTION** **3 TIMELINE** 4 ACKNOWLEDGEMENTS AND DISCLOSURES 5 SUBMIT

**1** Timeline information is not a requirement during registration.  
**2** However, we strongly recommend that you provide as much information as possible during initial registration, to eliminate the need for additional follow-up in the future.

Planned educational forum (dates & locations):  
[Text Field]

Planned public hearings (dates & locations):  
[Text Field]

Planned dates of communications to customers:  
[Text Field]

Planned dates to request premise list:  
[Text Field]

Planned dates to request customer list:  
[Text Field]

Planned date / date range for enrollments:  
[Text Field]

[Back](#) [Next](#)

The Acknowledgement & Disclosures window provides many details to the requirements, processes, and timing of aggregation. (Below are samples of the acknowledgements and disclosures)





## Registration & Log In Guide Government Portal

1 INSTRUCTIONS

2 AUTHORIZING LEGAL ACTION

3 TIMELINE

4 ACKNOWLEDGEMENTS AND DISCLOSURES

5 SUBMIT

### Acknowledgements & Disclosures

To the extent required by law, Ameren Illinois will assist the GA throughout the aggregation process. Please be advised that Ameren Illinois is neutral as to the choice of supplier and is legally obligated to refrain from expressing any preferences between suppliers or supply choices. The GA is encouraged to consult with the Illinois Power Agency ("IPA") for assistance in purchasing commodity under an aggregation program.

#### Data and Timing

Ameren Illinois is obligated to provide certain lists, as described herein and in Ameren Illinois' tariffs, and to transmit them to the GA. Upon completion of the GA Registration and Non-Disclosure Agreement ("NDA"), Government Aggregators will be provided access to obtain said lists by using this Portal.

Ameren Illinois will provide these lists in "as-is condition," based upon the most currently available data and without warranty as to the accuracy of the information. Please be advised that persons and businesses can, and often do move locations; new premises and services may be added or removed; and premises may change ownership at any time. Accordingly, information presented on these lists is subject to change, and it is the responsibility of the GA to access updated lists with regular frequency in an attempt to ensure and maintain the accuracy of the information contained thereon.

The lists provided shall include information on a service point basis. The list provided is limited to residential and non-residential customers with usage equal to or below 15,000kwh per year ("Customers"). Non-residential customers served under accounts with multiple distribution points that can be consolidated in excess of 15,000kwh will not be included.

Each GA shall be provided with premises, summary load, and detail customer lists in order for the GA to aggregate power and energy requirements within their jurisdiction.

Each GA shall also be provided a detailed customer list with customer-specific account numbers. The list of account numbers will include numbers for accounts or distribution points for Customers receiving supply service from the Company under all supply type services including; Basic Generation Service (BGS), Power Smart Pricing ("PSP"), Hourly Supply Service ("HSS"), Real Time Pricing ("RTP"), or Retail Electric Supply (RES). RES indicates Customers served by suppliers. Please note, to the extent Customers already served by a supplier are subject to a contract term and are switched during a municipal aggregation program, these customers may be in violation of their existing contract and subject to penalties thereunder.

#### Customer Rate and Billing Review Requirements

Customers taking service under a special space heat rate, real-time pricing rate, or similar electricity supply pricing, may be adversely affected by the loss of such rate or subsidy. The GA is encouraged to proactively inform Customers and discuss these rate options with bidding suppliers. Information in the Company's Summary and Detailed Reports can help the GA and the bidding supplier to determine Customers that may be adversely impacted. The Company provides service to low-income residents pursuant to a program referred to as the Percentage of Income Payment Plan ("PIPP"). Currently, unless a participant is served by a supplier through the Company's Utility Consolidated Billing/Purchase of Receivables ("UCB/POR") program, a consolidated billing program required by law whereby supplier charges appear on Ameren Illinois bills, PIPP program eligibility could be affected. Local governments are encouraged to coordinate with their consultants and/or selected suppliers concerning this issue.

### Aggregation Boundaries vs. Taxation Boundaries

To avoid complications, the GA should make sure the aggregation boundaries submitted to the Company match the boundaries it submits as part of any applicable taxation program. To the extent information is inconsistent between information provided during any authentication process and previous submittals, either related to aggregation or taxation, the Company reserves the right to use the most current information provided. Any adjustments to premises made by the GA are done by the Company on a prospective basis with the GA's knowledge, consent and understanding that any such changes may affect the collection and/or remission of taxes going forward. Ameren Illinois is not liable for any discrepancies that may exist between customer taxation designations and customer aggregation designations and is not liable for any tax implications and/or related loss(es) of revenue resulting from the GA's use of the Portal.

#### Franchise Impacts & Options

Some municipalities may have older franchise agreements that allowed for free service and certain municipal accounts associated with such free service may be impacted when switching to a supplier. Municipalities have three options when considering whether or not to switch those free service accounts:

1. Do nothing - with this option, any accounts previously receiving discounts or free electricity would be included with the aggregation and the discounts/free service would cease on the supply portion of the bill,
2. Choose to opt-out those accounts that receive discounts or free service and continue with current electric supply, or
3. Request Alternative Municipal Compensation - this option allows the municipality to enroll all municipal accounts with the supplier and receive an annual cash payment equal to the current value of that free service.

The municipalities are encouraged to coordinate with their consultants and/or selected suppliers concerning this issue.

#### Non-Disclosure and Customer Data Precautions

The information provided to any municipality, township board, or county board by the Company is and shall be subject to certain limitations, including but not limited to those contained in Section 16-122 of the Public Utilities Act and Section 21H of the Consumer Fraud and Deceptive Business Practices Act. Ameren Illinois recommends the GA require the execution of NDAs with any outside parties assisting with the aggregation process and that may have access to customer-specific information.

This form and the transmittal of government aggregation-related data are also subject to the terms and conditions of Ameren Illinois' tariffs, as well as Ameren Illinois' policies and procedures and applicable rules and decisions of the Illinois Commerce Commission. This Registration Form is not confidential and the information provided herein is subject to disclosure at any time. This agreement is subject to change and the Company from time to time may request updated information from the GA.

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Next

The Submit window includes affirmation of authorization for the Government Entity and the Non-Disclosure Agreement, both must be electronically agreed to before submission of the registration. Also provided is a "print friendly" summary option of your registration and Non-Disclosure Agreement, which you can print or save to your local computer. By selecting both check boxes you approve and confirm all information, select "Submit". (Below are samples of the Non-Disclosure Agreement)



## Registration & Log In Guide Government Portal

1 INSTRUCTIONS

2 AUTHORIZING LEGAL ACTION

3 TIMELINE

4 ACKNOWLEDGEMENTS AND DISCLOSURES

5 SUBMIT

I understand that by default I will be the administrator for this program unless I assign another user as the Program Administrator.

Name: Title: Date: March 29, 2022

☐ \* I affirm that I am the person who prepared this form, or that I have prepared and submitted this form as the duly authorized executor, guardian, authorized officer, or agent of such named person, and that I acknowledge that I have read and understood all of the questions in this form and that all of the information submitted in this form is true and correct to the best of my knowledge, and that all responses to the questions are full and complete, omitting no material information. I have reviewed, understand and agree with the Acknowledgements and Disclosures.

### NON-DISCLOSURE AGREEMENT

WHEREAS, Ameren Illinois is in possession of certain Confidential Information (as defined herein) relating to Ameren Illinois' business operations, Ameren Illinois' customers and/or the services provided by Ameren Illinois;

WHEREAS, Recipient, including its officers, agents, consultants or others acting on its behalf (collectively "Recipient") has requested from Ameren Illinois certain Confidential Information for the purpose of completing a lawful objective or function; and

WHEREAS, Ameren Illinois has agreed, subject to the terms of this Agreement and to the extent required or permitted by Illinois law, to the disclosure of such Confidential Information to Recipient; and

WHEREAS, Ameren Illinois desires to have all such Confidential Information handled by Recipient on a confidential and need-to-know basis, subject to the terms of this Agreement; and

NOW THEREFORE, in consideration of the execution of this Agreement, and other good and valuable consideration, and the covenants made herein, the Parties agree that the disclosure of such Confidential Information by Ameren Illinois to Recipient is subject to the following terms and conditions:

1. Confidential Information Defined. Confidential Information includes non-public information from or about Ameren Illinois or its affiliates, customers or business partners, including but not limited to customer-specific information, or other information that may, by operation of law or in accordance with best practices, be subject to heightened protections or sensitivities. Under this Agreement, all information disclosed by Ameren Illinois whether provided in oral, written, visual, electronic or other form is presumed to be Confidential Information unless it falls within one of the exclusions of Section 3. Confidential Information as used herein also includes information supplied by Ameren Illinois to Recipient prior to the execution of this Agreement, and such Confidential Information shall be considered in the same manner and be subject to the same treatment as the Confidential Information made available after the execution of this Agreement.
2. Exclusions from Definition. Confidential Information as used herein does not include any information that (i) is already known to the Recipient at the time it is disclosed to the Recipient, provided that such prior knowledge can be substantiated by written records and documents or (ii) is or has become generally known to the public through no wrongful act of the Recipient, (iii) information permitted to be disclosed by consent or authority of a customer or customers, (iv) is obtained by the Recipient from a third party who has the right, to the best of the Recipient's knowledge, to disclose the information.

10. Term; Termination. Except as required by law, either of the Parties may terminate the exchange of Confidential Information under this Agreement at any time by written notice to the other Party specifically referencing this Agreement. In any event, however, the obligations of Recipient to maintain the confidentiality of the Confidential Information it has received under this Agreement shall continue after such termination. Termination of this agreement may result in the suspension of information listing services provided by Ameren Illinois.

11. No Waiver; Amendment; Exclusive Agreement. No failure or delay by either of the Parties in exercising any right, power or privilege hereunder shall operate as a waiver thereof, nor shall any single or partial exercise thereof preclude any other or further exercise thereof or the exercise of any other right, power or privilege hereunder. This Agreement shall not be modified, supplemented or amended except by a writing signed by both Parties hereto. This Agreement represents the exclusive agreement between the Parties in connection with the subject matter hereof.

12. Applicability to Affiliates. Any Confidential Information disclosed by an affiliated company of Ameren Illinois which would otherwise constitute Confidential Information hereunder if disclosed by Ameren Illinois, shall be deemed to constitute Confidential Information under this Agreement, and the rights of Ameren Illinois under this Agreement may be enforced by any such affiliate as if such affiliate were also a Party to this Agreement.

13. APPLICABLE LAW; JURISDICTION; WAIVER OF JURY TRIAL THIS AGREEMENT SHALL BE GOVERNED BY ILLINOIS LAW, AND SHALL BE DEEMED TO HAVE BEEN EXECUTED AND PERFORMED IN THE STATE OF ILLINOIS.

14. Notices. All notices, demands and other communications required or permitted to be given under this Agreement shall be in writing and shall be deemed to be made or given when personally delivered or 3 business days after being mailed by registered or certified United States mail, postage prepaid, return receipt requested, or 1 business day after being sent by Federal Express or other recognized courier guaranteeing overnight delivery, to the Parties at the following respective addresses, or at such other address as a respective Party may designate from time to time pursuant to a notice duly given hereunder to the Ameren Illinois:

☐ \* I affirm that I have reviewed, understand and agree with the Non-Disclosure Agreement.

When you click the "Submit" button, this registration will be added to the Government Portal database with a "Pending" status, and will be reviewed by the Government Support Team ("GST"). You will be notified via email of the approval status.

Please take a few moments to review entered data before submitting. You can click the "tabs" above to view the previous pages or [click here for a print-friendly summary of your registration data.](#)**Please print the summary or export it to a PDF file, and retain a copy for your records.**

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Submit

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08/15/2025

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## Registration & Log In Guide Government Portal

### Electric or Gas Municipal Utility Tax

For those Government Entities looking to pursue Electric or Gas Municipal Utility Tax, follow the process defined below to begin registration. Select “Add” for the Service you want to register. To add both you must complete each service registration individually.

The screenshot shows the Ameren Government Portal dashboard. The top navigation bar includes the Ameren logo, links for GOVERNMENT PORTAL, HOME, CORE SERVICES, USERS, and REPORTS, the state (IL), and a SELECTED GOVERNMENT field. There are also links for SUPPORT and LOGOUT. The main content area is titled "Government Dashboard" and includes a welcome message "Hello Tina!". Below this, there are four icons: Premises Authentication, Downloads, Events List, and Audit Trail. The "Services Available" section lists three options: Electric Aggregation, Electric Municipal Tax, and Gas Municipal Tax, each with an "Add" button. A red arrow points to the "Add" button for Electric Municipal Tax. The "Users" section shows a "Government Users" button. The "Government Entity Info" section displays details for a government entity, including its name, status, phone number, count(y)ies, short name, type, federal tax id, mailing address, office hours, and fax number. The "Statuses, Dates & Tax Areas" section includes an "Edit" button and details for Premises Authentication, Tax Exemption Review, and Critical Facility Review.

The next window presented is the Instructions page, before selecting “Next be sure to read the instructions as it provides information pertaining to the service you are requesting to add. For the sake of training, the samples below pertain to Electric Municipal Utility Tax. (Note: The Instructions and Acknowledgements & Disclosures verbiage for Gas Municipal Utility Tax is different.)

The screenshot shows the "INSTRUCTIONS" page for the registration process. The page has a green header with the Ameren logo and a navigation bar with links for INSTRUCTIONS, ACKNOWLEDGEMENTS AND DISCLOSURES, and SUBMIT. The main content area contains several paragraphs of text explaining the registration process, including the requirement to provide information about the government entity and the need to complete the registration before submitting. A red arrow points to the "Next" button at the bottom of the page.



## Registration & Log In Guide Government Portal

The following window, Acknowledgement & Disclosures, provides many details to the requirements, processes, and timing of Municipal Utility Tax. Before selecting “Next” be sure to read the instructions as it provides further detailed information. (Below are samples of the acknowledgements and disclosures)

1 INSTRUCTIONS

2 ACKNOWLEDGEMENTS AND DISCLOSURES

3 SUBMIT

### Acknowledgements & Disclosures

To the extent required by law, Ameren Illinois will assist the GE throughout the municipal utility tax process. As provided by law, the Company will make an additional charge to its customers receiving service in municipalities imposing the tax authorized by Section 8-11-2 of the Illinois Municipal Code. Said additional charge will be separately shown on each such customer's bill and designated as a "Municipal Charge" or by a similar description.

Prior to commencing a municipal utility tax, the GE shall first authenticate all premises within their jurisdiction and provide Ameren Illinois with a certified ordinance enabling the municipal utility tax. Ameren Illinois must update the appropriate tariffs and its billing systems to implement the municipal utility tax, which may result in a reasonable delay in tax implementation.

As permitted by law, The tax additions will include an allowance of three percent (3%) of the tax to cover the administration expense associated with accounting and collection in accordance with Section 8-11-2 subsection 4 (c) of the Illinois Municipal Code. The effective date for such additions will coincide with the date upon which billings become subject to the tax so levied.

Below are definitions of the applicable blocks that the municipality can determine their desired tax rate.

Usage Block Definitions:

A	first	2,000 kWh used or consumed in a month
B	next	48,000 kWh used or consumed in a month
C	next	50,000 kWh used or consumed in a month
D	next	400,000 kWh used or consumed in a month
E	next	500,000 kWh used or consumed in a month
F	next	2,000,000 kWh used or consumed in a month
G	next	2,000,000 kWh used or consumed in a month
H	next	5,000,000 kWh used or consumed in a month
I	next	10,000,000 kWh used or consumed in a month
H	all over	20,000,000 kWh used or consumed in a month

### Data and Timing

To the extent required by law, Ameren Illinois is obligated to provide certain lists, as described herein, and to transmit said lists to the GE. Upon completion of the GE Registration and affirmation that they have reviewed, understand and agree with the Non-Disclosure Agreement ("NDA"), GE will be provided access to obtain a premises list by using this Portal.

Ameren Illinois will provide lists in "as-is condition," based upon the most currently available data and without warranty as to the accuracy of the information. However, please be advised that persons and businesses can, and often do move locations; new premises and services may be added or removed; and premises may change ownership at any time. Accordingly, information presented on these lists is subject to change at any time, and it is the responsibility of the GE to access updated lists with regular frequency in an attempt to ensure and maintain accuracy of the information contained thereon.

Each GE shall be provided with a premises list in order for the GE to authenticate to the Company which premises are subject to municipal utility tax within their jurisdiction. No estimates of tax or implementation of municipal utility tax will be provided until such authentication is complete. All estimates are intended to be just that - estimates - and have no bearing on future results. Following implementation of a tax, a GE's actual tax-related revenues could be higher or lower.

### Premises Authentication

### Taxation Boundaries vs. Aggregation Boundaries

To avoid complications, the GE shall make sure the taxation boundaries submitted to the Company via the authenticated premises match the boundaries it submits as part of its aggregation program. To the extent information is inconsistent between information provided during an authentication process and previous submittals, either related to taxation or aggregation, the Company reserves the right to use the most current information provided. Any adjustments to premises made by the GE are done by the Company on a prospective basis with the GE's knowledge, consent and understanding that any such changes may affect the collection and/or remission of taxes going forward. Ameren Illinois is not liable for any discrepancies that may exist between customer taxation designations and customer aggregation designations and is not liable for any tax implications and/or related loss(es) of revenue resulting from the GE's use of the Portal.

### Franchise Impacts & Options

Some municipalities may have older franchise agreements that allowed for free service and certain municipal accounts associated with such free service may be impacted when switching to a supplier. Municipalities have three options when considering whether or not to switch those free service accounts:

1. Do nothing - with this option, any accounts previously receiving discounts or free electricity would be included with the aggregation and the discounts/free service would cease on the supply portion of the bill,
2. Choose to opt-out those accounts that receive discounts or free service and continue with current electric supply, or
3. Request Alternative Municipal Compensation - this option allows the municipality to enroll all municipal accounts with the supplier and receive an annual cash payment equal to the current value of that free service.

The municipalities are encouraged to coordinate with their consultants and/or selected suppliers concerning this issue.

### Non-Disclosure and Customer Data Precautions

The information provided to any municipality by the Company is and shall be subject to certain limitations, including but not limited to those contained in Section 16-122 of the Public Utilities Act and Section 2HH of the Consumer Fraud and Deceptive Business Practices Act. Ameren Illinois recommends the GA require the execution of NDAs with any outside parties assisting with the municipal utility tax process and that may have access to customer-specific information.

This form and the transmittal of municipal utility tax related data are subject to the terms and conditions of Ameren Illinois' tariffs, as well as Ameren Illinois' policies and procedures and applicable rules and decisions of the Illinois Commerce Commission. This Registration Form is not confidential and the information provided herein is subject to disclosure at any time. This agreement is subject to change and the Company from time to time may request updated information from the GE.

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## Registration & Log In Guide Government Portal

The Submit window includes affirmation of authorization for the Government Entity and the Non-Disclosure Agreement, both must be electronically agreed to before submission of the registration. Also provided is a “print friendly” summary option of your registration and Non-Disclosure Agreement, which you can print or save to your local computer. By selecting both check boxes you approve and confirm all information, select “Submit”.

1 INSTRUCTIONS

2 AUTHORIZING LEGAL ACTION

3 TIMELINE

4 ACKNOWLEDGEMENTS AND DISCLOSURES

5 SUBMIT

I understand that by default I will be the administrator for this program unless I assign another user as the Program Administrator.

Name: Title: Date: March 29, 2022

☐ \* I affirm that I am the person who prepared this form, or that I have prepared and submitted this form as the duly authorized executor, guardian, authorized officer, or agent of such named person, and that I acknowledge that I have read and understood all of the questions in this form and that all of the information submitted in this form is true and correct to the best of my knowledge, and that all responses to the questions are full and complete, omitting no material information. I have reviewed, understand and agree with the Acknowledgements and Disclosures.

### NON-DISCLOSURE AGREEMENT

WHEREAS, Ameren Illinois is in possession of certain Confidential Information (as defined herein) relating to Ameren Illinois' business operations, Ameren Illinois' customers and/or the services provided by Ameren Illinois;

WHEREAS, Recipient, including its officers, agents, consultants or others acting on its behalf (collectively "Recipient") has requested from Ameren Illinois certain Confidential Information for the purpose of completing a lawful objective or function; and

WHEREAS, Ameren Illinois has agreed, subject to the terms of this Agreement and to the extent required or permitted by Illinois law, to the disclosure of such Confidential Information to Recipient; and

WHEREAS, Ameren Illinois desires to have all such Confidential Information handled by Recipient on a confidential and need-to-know basis, subject to the terms of this Agreement; and

NOW THEREFORE, in consideration of the execution of this Agreement, and other good and valuable consideration, and the covenants made herein, the Parties agree that the disclosure of such Confidential Information by Ameren Illinois to Recipient is subject to the following terms and conditions:

1. Confidential Information Defined. Confidential Information includes non-public information from or about Ameren Illinois or its affiliates, customers or business partners, including but not limited to customer-specific information, or other information that may, by operation of law or in accordance with best practices, be subject to heightened protections or sensitivities. Under this Agreement, all information disclosed by Ameren Illinois whether provided in oral, written, visual, electronic or other form is presumed to be Confidential Information unless it falls within one of the exclusions of Section 3. Confidential Information as used herein also includes information supplied by Ameren Illinois to Recipient prior to the execution of this Agreement, and such Confidential Information shall be considered in the same manner and be subject to the same treatment as the Confidential Information made available after the execution of this Agreement.
2. Exclusions from Definition. Confidential Information as used herein does not include any information that (i) is already known to the Recipient at the time it is disclosed to the Recipient, provided that such prior knowledge can be substantiated by written records and documents or (ii) is or has become generally known to the public through no wrongful act of the Recipient, (iii) information permitted to be disclosed by consent or authority of a customer or customers, (iv) is obtained by the Recipient from a third party who has the right, to the best of the Recipient's knowledge, to disclose the information.

10. Term; Termination. Except as required by law, either of the Parties may terminate the exchange of Confidential Information under this Agreement at any time by written notice to the other Party specifically referencing this Agreement. In any event, however, the obligations of Recipient to maintain the confidentiality of the Confidential Information it has received under this Agreement shall continue after such termination. Termination of this agreement may result in the suspension of information listing services provided by Ameren Illinois.

11. No Waiver; Amendment; Exclusive Agreement. No failure or delay by either of the Parties in exercising any right, power or privilege hereunder shall operate as a waiver thereof, nor shall any single or partial exercise thereof preclude any other or further exercise thereof or the exercise of any other right, power or privilege hereunder. This Agreement shall not be modified, supplemented or amended except by a writing signed by both Parties hereto. This Agreement represents the exclusive agreement between the Parties in connection with the subject matter hereof.

12. Applicability to Affiliates. Any Confidential Information disclosed by an affiliated company of Ameren Illinois which would otherwise constitute Confidential Information hereunder if disclosed by Ameren Illinois, shall be deemed to constitute Confidential Information under this Agreement, and the rights of Ameren Illinois under this Agreement may be enforced by any such affiliate as if such affiliate were also a Party to this Agreement.

13. APPLICABLE LAW; JURISDICTION; WAIVER OF JURY TRIAL THIS AGREEMENT SHALL BE GOVERNED BY ILLINOIS LAW, AND SHALL BE DEEMED TO HAVE BEEN EXECUTED AND PERFORMED IN THE STATE OF ILLINOIS.

14. Notices. All notices, demands and other communications required or permitted to be given under this Agreement shall be in writing and shall be deemed to be made or given when personally delivered or 3 business days after being mailed by registered or certified United States mail, postage prepaid, return receipt requested, or 1 business day after being sent by Federal Express or other recognized courier guaranteeing overnight delivery, to the Parties at the following respective addresses, or at such other address as a respective Party may designate from time to time pursuant to a notice duly given hereunder to the Ameren Illinois:

☐ \* I affirm that I have reviewed, understand and agree with the Non-Disclosure Agreement.

When you click the "Submit" button, this registration will be added to the Government Portal database with a "Pending" status, and will be reviewed by the Government Support Team ("GST"). You will be notified via email of the approval status.

Please take a few moments to review entered data before submitting. You can click the "tabs" above to view the previous pages or [click here for a print-friendly summary of your registration data.](#) Please print the summary or export it to a PDF file, and retain a copy for your records.

Back

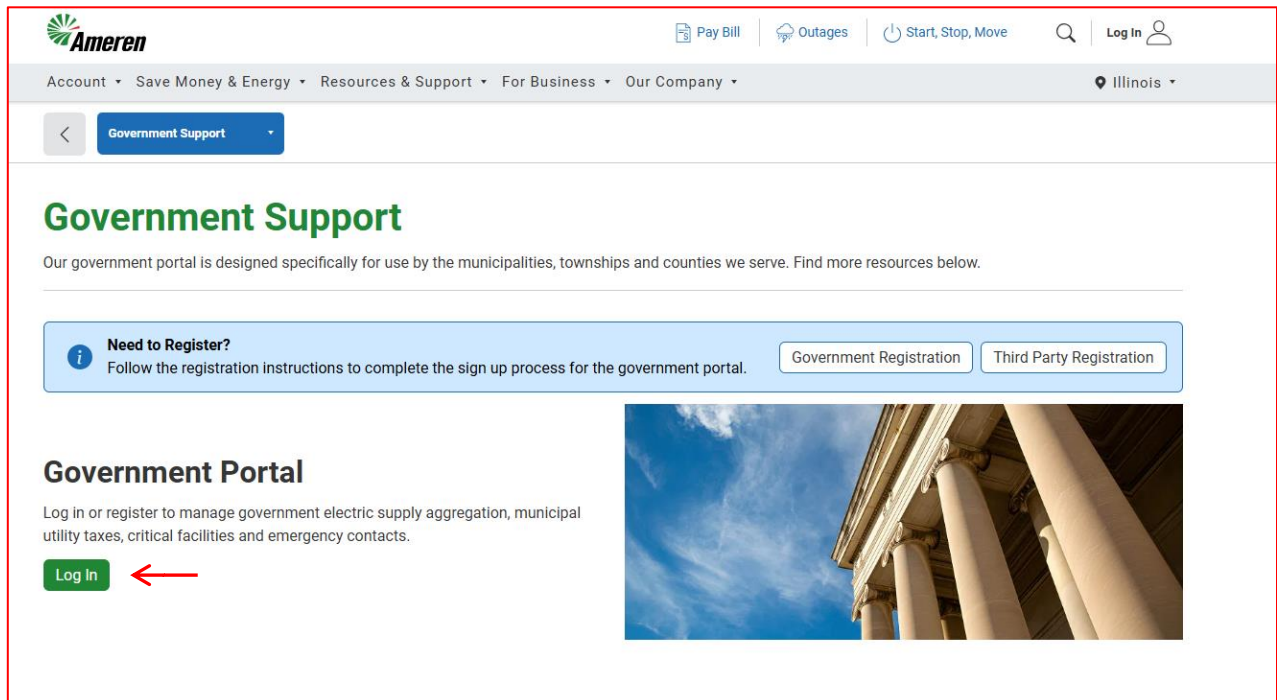
Submit

## Registration & Log In Guide Government Portal

### Appendix

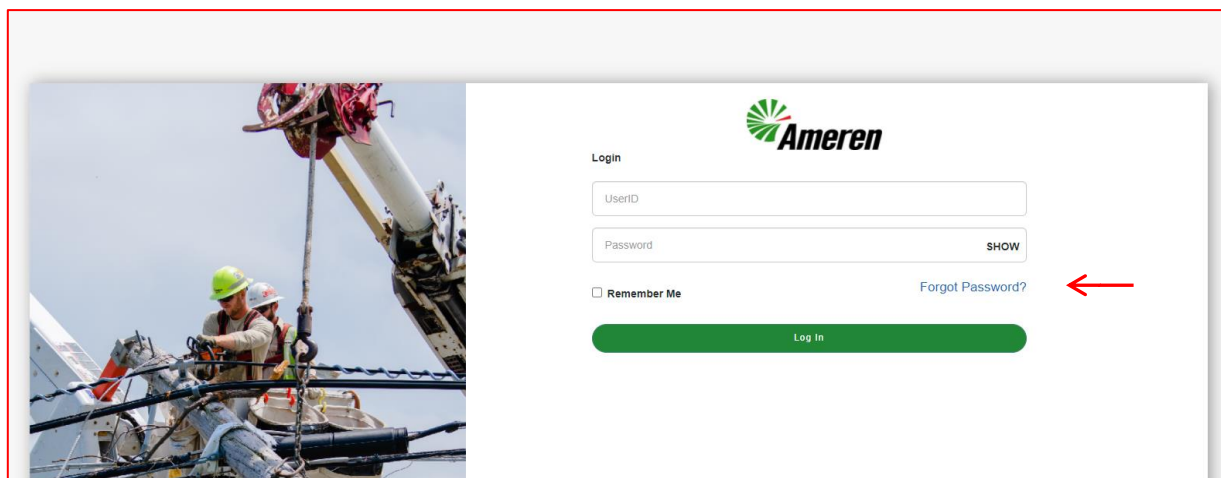
#### Forgot Password

Once you have selected the Government Support page (steps begin on page 3), users can select the Government Portal Login page.



The screenshot shows the Ameren Government Support page. At the top is the Ameren logo and navigation links: Pay Bill, Outages, Start, Stop, Move, and a search icon. Below this is a secondary navigation bar with links: Account, Save Money & Energy, Resources & Support, For Business, and Our Company. A dropdown menu for 'Government Support' is open, showing a 'Log In' button. The main content area has the heading 'Government Support' and a subheading 'Our government portal is designed specifically for use by the municipalities, townships and counties we serve. Find more resources below.' Below this is a 'Need to Register?' section with a link to 'Government Registration' and a button for 'Third Party Registration'. The 'Government Portal' section includes a description: 'Log in or register to manage government electric supply aggregation, municipal utility taxes, critical facilities and emergency contacts.' A red arrow points to the 'Log In' button in this section. To the right is a large image of a classical building with columns.

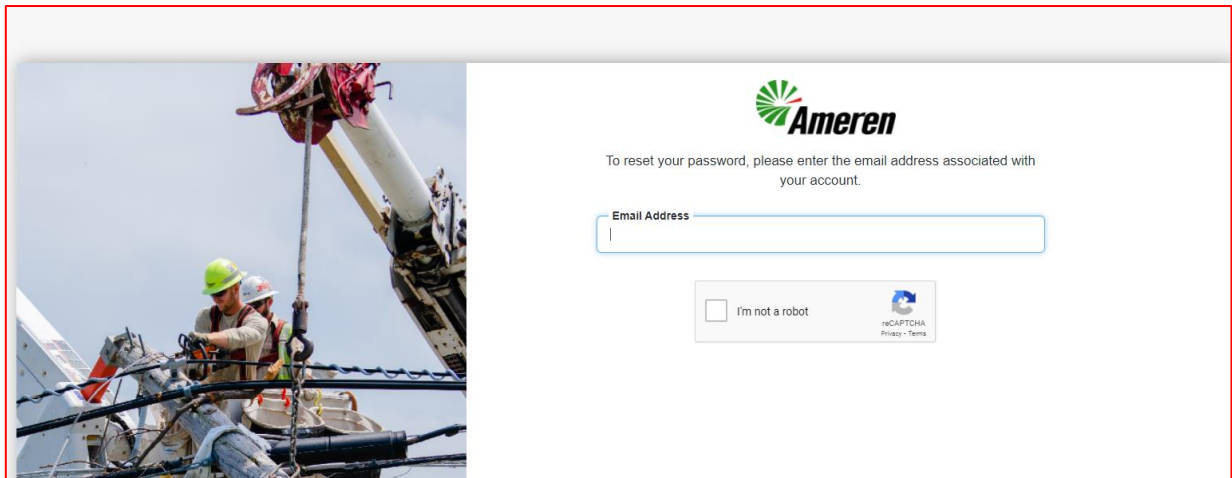
Select the “Forgot Password?”



The screenshot shows the Ameren login page. On the left is a large image of a worker on a utility pole. The login form on the right includes the Ameren logo, a 'Login' heading, and fields for 'UserID' and 'Password'. A 'SHOW' button is next to the password field. Below these fields is a 'Remember Me' checkbox and a 'Forgot Password?' link, which is highlighted with a red arrow. At the bottom is a green 'Log In' button.

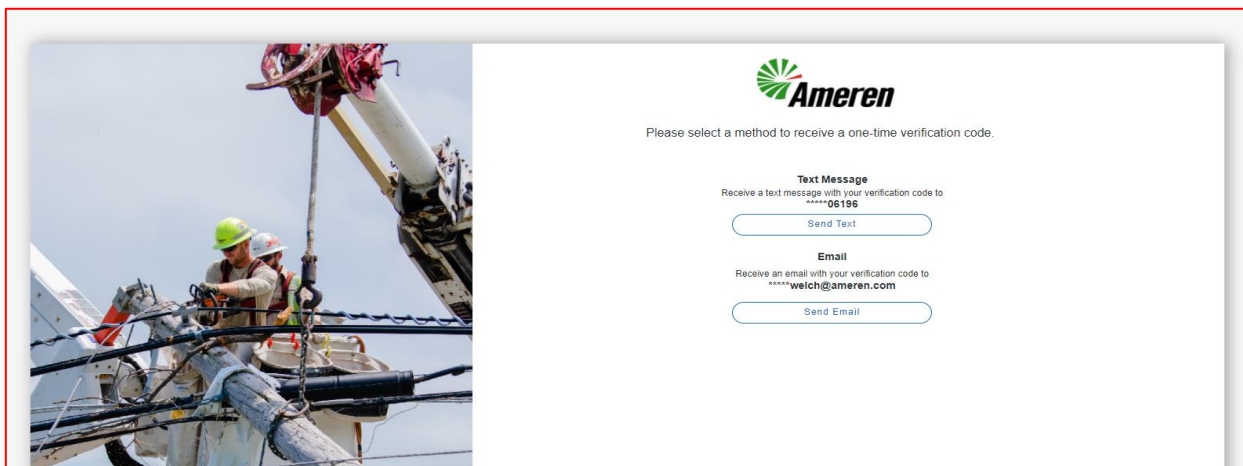
## Registration & Log In Guide Government Portal

Enter your email address used during registration and select "I'm not a robot".



The screenshot shows a web page with the Ameren logo at the top. Below the logo, the text reads: "To reset your password, please enter the email address associated with your account." There is a text input field labeled "Email Address". Below the input field is a checkbox labeled "I'm not a robot" and a CAPTCHA image. To the right of the CAPTCHA are links for "Privacy" and "Terms". On the left side of the page, there is a vertical image of a utility worker on a power line.

As long as the address is valid, the following page will display.



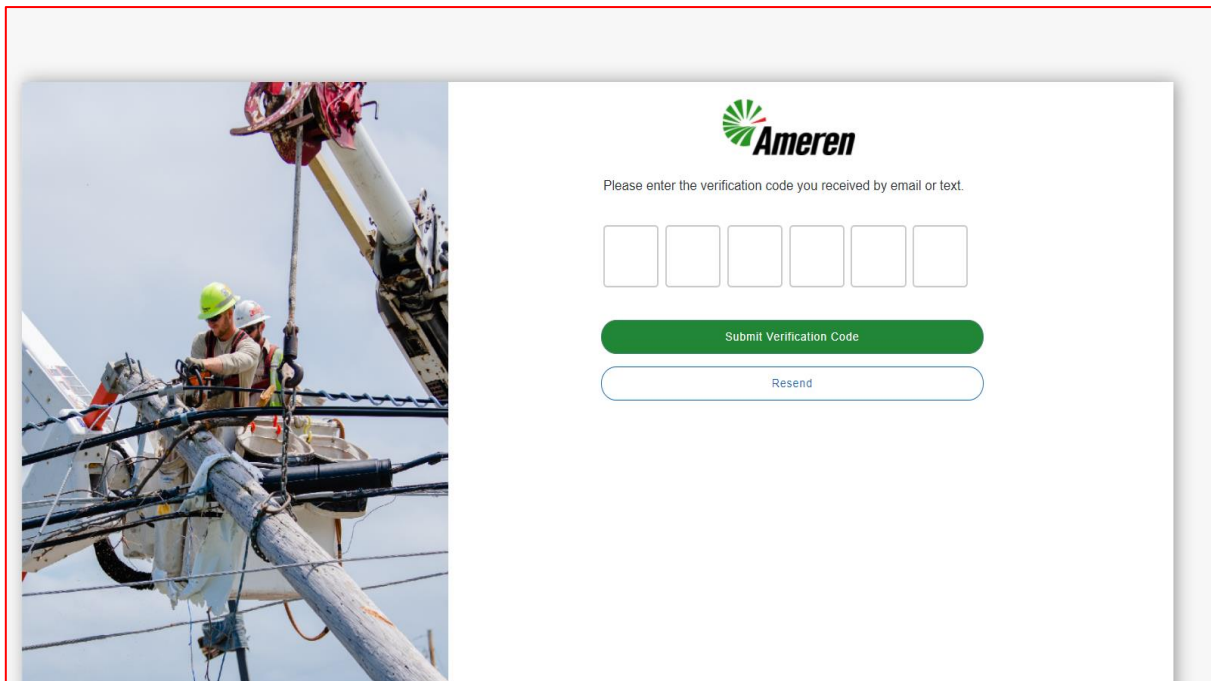
The screenshot shows a web page with the Ameren logo at the top. Below the logo, the text reads: "Please select a method to receive a one-time verification code." There are two options: "Text Message" and "Email". Under "Text Message", it says "Receive a text message with your verification code to \*\*\*\*\*06196" and there is a "Send Text" button. Under "Email", it says "Receive an email with your verification code to \*\*\*\*\*welch@ameren.com" and there is a "Send Email" button. On the left side of the page, there is a vertical image of a utility worker on a power line.

You will need to select to have either a code sent to you via text or email.

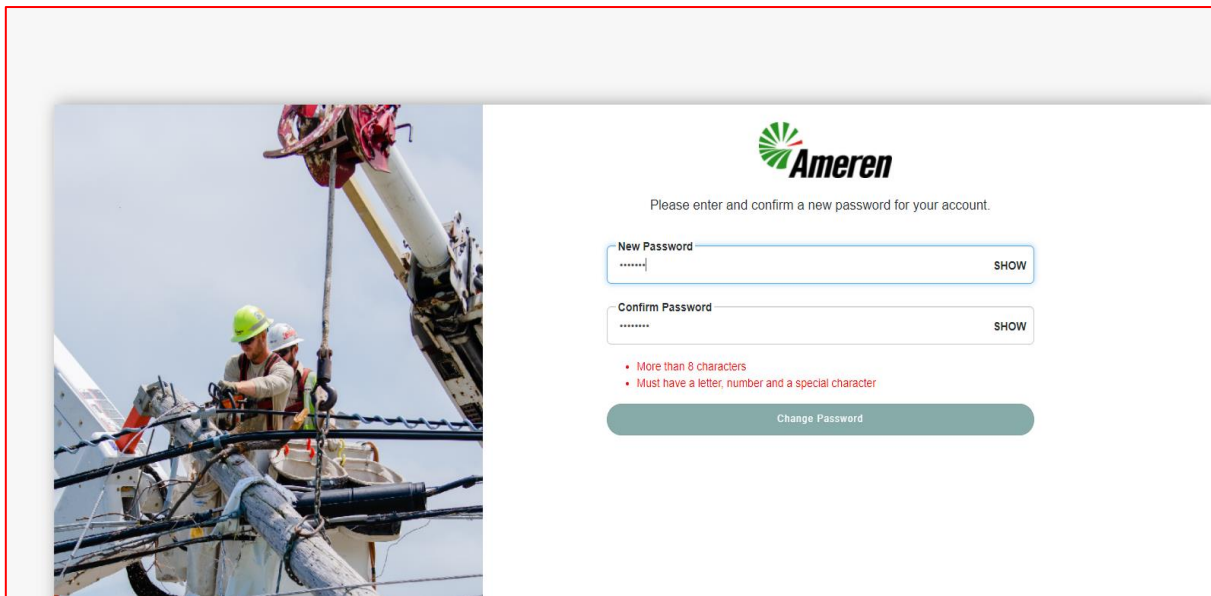


## Registration & Log In Guide Government Portal

Enter the code that is sent to you and select "Submit Verification Code."



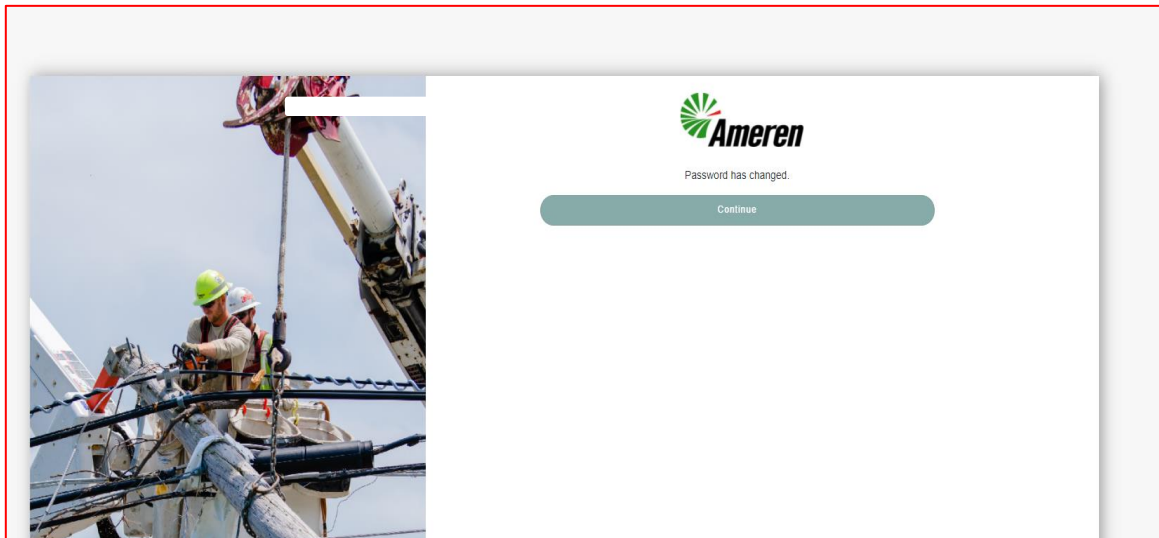
You will then be prompted to enter a new password and to confirm that password.



***Your password is case sensitive.*** Follow the guidelines provided and set a new password. Select "Change Password".

## Registration & Log In Guide Government Portal

You should receive the screen below and select "Continue".





## Registration & Log In Guide Government Portal

### **Glossary**

**Detail Report** – Prior to completion of the premises authentication and receipt of ordinance (opt-in) or certified referendum results (opt-out), the detailed report **will not** include the customer account numbers.

**Government Aggregation** – Corporate authorities of a municipality, township, and county board of a county who may aggregate residential and small commercial retail customers.

**Government Site Administrator** – This is a municipal, township, or county employee who completes and maintains registration and has **full** access to the portal. It is the Government Administrator's responsibility to set up additional program administrators, program non-administrator users, and program view only users for access to reports provided by each program.

**Municipal Utility Tax** – Ameren Illinois will work with the municipality to make an additional charge (tax) to its customers receiving service in municipalities pursuant to 65 ILCS 5/8-11-2.

**Muni Tax Estimate** – Once the premises authentication report is reviewed and completed, this report will become available to begin the estimate process of establishing a municipal utility tax.

**New / Maintain Existing Muni Tax** – This form is for municipalities who are looking to implement or modify an existing municipal utility tax. Once the form is completed you can either fax or mail it into Ameren Illinois' Tax Department.

**No Program Level Role** – This can be applied to any user with multiple service role access and will eliminate the ability for that user to view/edit anything within that selected service.

**Premises Authentication Report** – Once this report is retrieved it must be reviewed and updated by the GE and Ameren Illinois before the GE can request a new premises authentication report.

**Program Administrator** – This is a municipal, township, or county employee who completes and maintains registration and has **full** access to a specific program in the portal. It is the Program Administrator's responsibility to set up additional program administrators, program non-administrator users, and program view only users for access to reports provided by each program.

**Program Non-Administrator / Consultant** – This can be multiple employees, agents, or a consultant with the GE who has access to view the government dashboard and request, view, and maintains reports.

**Program View Only** – This can be multiple employees, agents, or a consultant with the GE who has access to view the government dashboard and view reports.

**Summary Report** – The first time the summary report is pulled, (assuming it is pulled at the same time as the premises authentication report), the data will reflect the premises prior to premises authentication. A revised summary report can be requested the Monday after receipt of the completion email for premises authentication.

**Sustainability Report** – This report is for municipalities and counties only who inquire about the combined usage for their jurisdictional boundaries. The usage is grouped by Revenue Class, Service Type, and Service Class (AIC Rate).



## Registration & Log In Guide Government Portal

### **Contact Information**

Staffing Hours:

Monday – Friday 7:00 am – 4:00 pm

Send your general inquiries to us by email.

Email: [GovernmentSupportTeam@amerenillinois.com](mailto:GovernmentSupportTeam@amerenillinois.com)

Phone: 217.424.6968

Fax: 217.424.6964