

**Auction  
Bidding  
Instructions**

## Placing a bid in the auction

1. Following registration, you will have received a Registration Confirmation email containing your Auction Code and a link to the auction. Once the auction has started you may click on the link, and you will be taken to a screen requesting your personalised access code:

storengy Home

### Welcome to the Storengy Auction Zone

Please enter the unique auction code you have been provided to submit a bid.

Please note bids may only be submitted during the defined auction time.

\* Enter Access Code

Next

2. Enter your code at the prompt and click **Next**
3. On the next screen submit your price in **pence per therm**, the maximum number of bundles you would like at that price, and the minimum number of bundles that you would be willing to accept at that price. Then click **Submit Bid**

### Submit Bid for Auction

Please note, this bid will count toward your company limit on bids for this auction.

\* Price ⓘ

\* Minimum Bundles

\* Maximum Bundles

Submit Bid

4. You will see a confirmation that your bid has been successfully submitted, and you will receive an email Bid Confirmation of your bid. You can click on **Place another bid** and add additional bids until you reach the bid limit.

### Bid Submitted Successfully

Great news your bid has been successfully placed. The winning bids will be confirmed when the auction finishes.

Place another bid

5. If you need to cancel a bid, then please click on **Request Bid Cancellation** in your Bid Confirmation. You will be taken to the below screen, click **Next**

## Request Bid Removal

If you would like to request a bid be removed from consideration during the auction please fill in the information on the next screen.

Next

6. On the request bid removal screen Select the reason and add a comment, then select **I agree** and click **Next**

## Request Bid Removal

Please confirm the below information is accurate for the bid you wish to remove from consideration.

**Minimum Bundles:** 1

**Maximum Bundles:** 10

**Bid Price:** 20 ppth

The auction will finish at 02/03/2022, 13:00

If the above information is accurate please enter the following details.

\* Reason to remove the bid from the auction?

Error in bid

\* Comments

Mis-typed figures

\* Please confirm you understand that pressing next will invalidate the bid submitted.

I agree

Next

7. Storengy UK's commercial team will then cancel your bid and you will receive notification of this as an email, if sufficient time remains you can use your Auction Code to enter another bid.