

## INSTALLATION

Install as many prepay sub meters as required per property whilst retaining your power supplier's meter to measure your main supply.

Metro Prepaid meters are coded for use on the Metro Prepaid vending network only.

Sub meters may be installed by any qualified electrician. The installation must comply with BS 7671 (IET wiring regulation).

Metro Prepaid registered sub meters must be installed below or "downstream" of the main power suppliers meter.



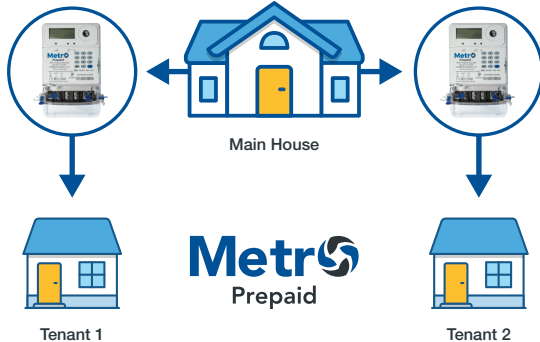
Power Lines



### SETUP



Existing Main Meter



## REGISTRATION

Metro Prepaid meters need to be registered on to our vending network by the Landlord of the property where they are installed. Join the hundreds of property owners that register prepay meters with us every month.

Registration can be done via email, phone or online with our Help Desk in as little as 10 minutes.

Registration information includes:

- Property address
- Property owner name, date of birth, contact number & email address
- Nominated bank account to receive payment
- Details of the main power supply including a recent invoice

## CONTACT US

### 24 HOUR HELP DESK

Call : 020 3020 1144  
Fax : 020 7785 8226  
WhatsApp : 073 7575 3298  
E-mail : [help@metro prepaid.co.uk](mailto:help@metro prepaid.co.uk)  
Online : Chat on our website  
[www.metro prepaid.co.uk](http://www.metro prepaid.co.uk)

### METER SALES & ORDERS

Call us on 020-3020-1144, or  
E-mail us on [orders@metro prepaid.co.uk](mailto:orders@metro prepaid.co.uk) to locate a wholesaler or retailer close to you.

WHOLESALER STAMP HERE

# Metro

## Prepaid

### SUB METERS FOR TENANTS



### COLLECT PAYMENTS

### MANAGE USAGE

### 24 HOUR SUPPORT

[www.metro prepaid.co.uk](http://www.metro prepaid.co.uk)

## WHO WE ARE

Metro Prepaid helps Landlords collect electricity payments from their tenants using prepaid sub meters.

Metro Prepaid meters, both single and three phase, are available through a national network of electrical wholesalers and retailers across the UK.

Landlords use their own electricians to purchase and install the prepaid meters at their properties, thereby minimising their installation costs.

Metro Prepaid collects electricity usage payments from tenants by vending top-ups (secure 20 digit Metro Codes), which are keyed into the prepaid meter by the tenants.

Top-up Metro Codes are available through the PayPoint store network (29,000 stores), or online using any debit or credit card.

The proceeds from the sale of Metro Codes are accumulated for each calendar month and repaid to the Landlord in the first week of the following month. The Landlord uses the funds to pay its bills from its main power supplier.

Metro Prepaid meters are suitable for:

- Multi-let Properties
- Housing Associations
- HMOs (houses of multiple occupation)
- Outside rooms and sheds
- Units and flats
- Caravan parks, mobile homes & boat moorings
- Multi-tenanted commercial buildings and business parks, or
- anywhere where Landlords supply electricity to their tenants from their main supply and would like to collect payments

## PAYMENT FLOW



## BUYING METRO CODES

Tenants may select one of the following options to obtain Metro Codes to recharge their meters:



See <https://consumer.paypoint.com> for a full list of stores by postcode  
Metro Help Desk can supply new PayPoint barcodes free of charge

Payment Fees: 3% + VAT of Metro Code

## BANK PAYMENT via our website



For personal accounts only

No Payment Fees - Instant

## METRO PAY-BY-PHONE



028 4142 4538

No Payment Fees - Instant

## ONLINE DEBIT / CREDIT CARD



Payment Fees: 3% + VAT of Metro Code  
Delay: 20-30 min

## ADVANTAGES TO LANDLORDS

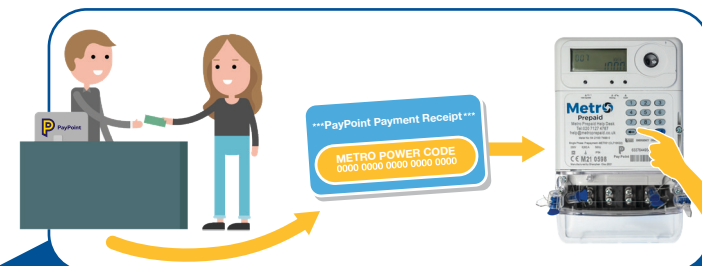
- The benefits of prepaid coin, card and credit meters all rolled into one meter
- Instant control over electricity bills
- Option to set the recovery tariff so that tenants pay the Metro Prepaid service fee
- Improved cash flow, as the electricity used through the meter is paid back to the Landlord each month
- Comprehensive reporting emailed monthly
- Collect payments without regular property visits or time consuming administration
- Reliable prepaid meters with a 1 year warranty
- No bother with collecting coins or dispensing cards
- 24 hour support via our friendly Help Desk

## ADVANTAGES TO TENANTS

- Help Desk on standby 24 hours a day to resolve any metering issues or Metro Code queries
- Convenient Metro Code purchase options available
- No unexpected large bills
- Usage awareness helps reduce consumption
- Metro codes are unique to each meter and very secure
- No need for coins/change
- Emergency credit available if you forget to top-up

## ADVANTAGES TO ELECTRICIANS

- Cheaper meters and faster installation
- Buy the meter on your wholesaler account
- Value added product for landlords
- Technical support available 24/7



When a Metro Code is purchased, the code is printed on a cash slip or sent by text. This Metro Code is then keyed into the sub meter and the meter is recharged.