

System Agreement Execution

Step-by-step instruction for executing system agreements (Applicable to Local Admin Only)

Background Information

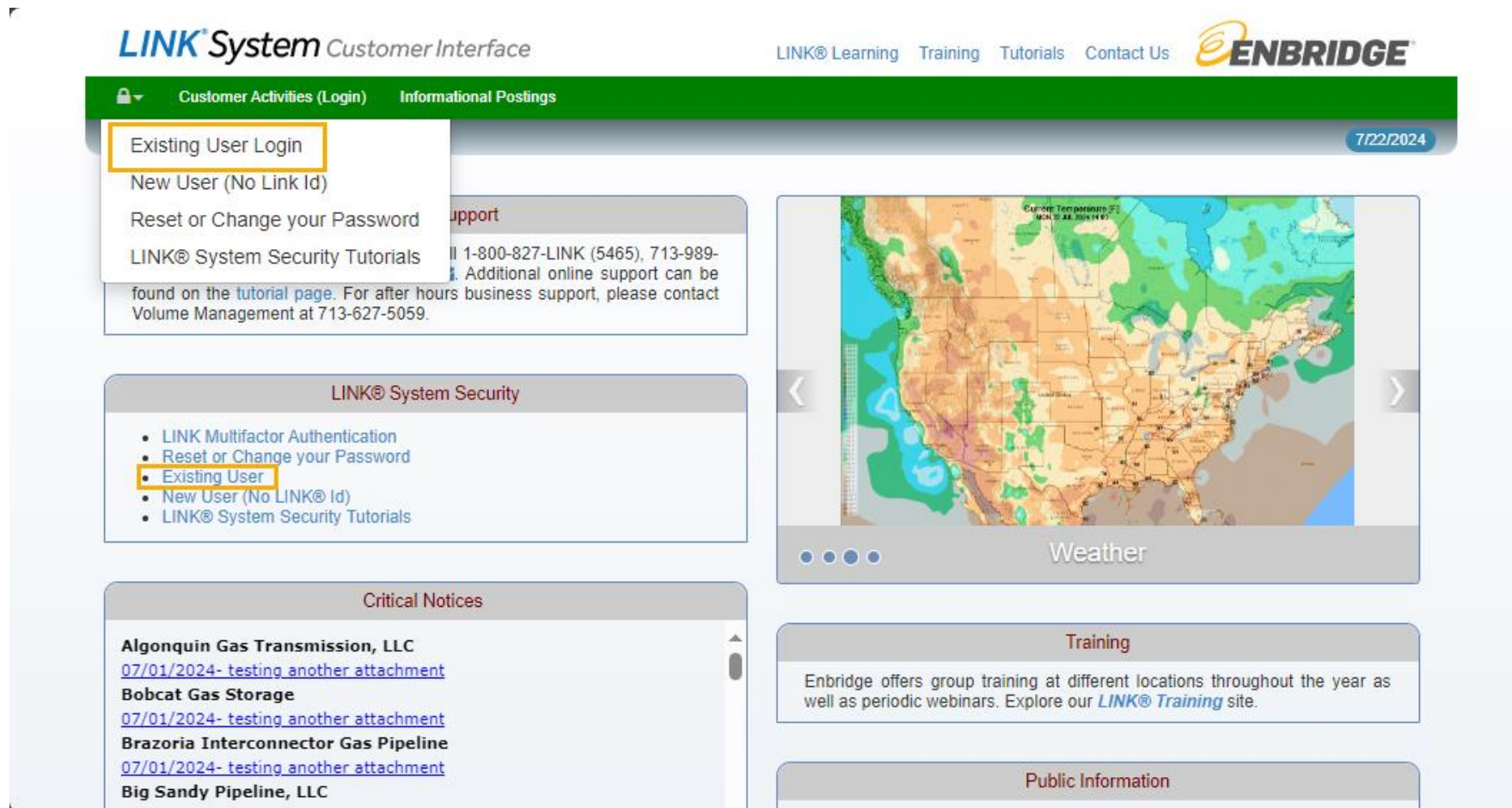


- A System Agreement must be executed, or a valid service agreement must exist, before access is granted to Enbridge pipelines or Storage facilities on the LINK® System.
- The agreement binds the executing company to the terms and conditions of the appropriate tariff.
- The agreement must be executed by someone authorized to bind the requesting company to such legal agreement.
- All business units on the LINK® System require system agreements prior to use
 - LINK has a grouped agreement of the top eight most commonly used business units for customer convenience.
 - BUs included: AGT, BGS, BSP, EHP, ETNG, MBHP, SGSC, TE
 - All other business units must be filed individually
- Only Local Security Administrators can execute System Agreements

Execute System Agreement

Step 1

Visit <https://link.enbridge.com> and login via “Existing User Login”



Execute System Agreement



Step 2

Under the menu tree: **Service Requester Maintenance**

The screenshot displays the LINK System Customer Interface. At the top, the header includes the LINK System logo, navigation links for Learning, Training, Tutorials, Contact Us, and Logout, and the ENBRIDGE logo. The user's login ID is TSTGORDON01, and the current date and time are 7/25/2024 at 11:03:14 AM CDT. A dark blue navigation menu is open on the left, listing various system access options. The 'Service Requester Maintenance' option is highlighted with a yellow border. The main content area is divided into several sections: 'Customer Support' with contact information, 'LINK System Security' with password management options, 'Critical Notices' with recent updates from Algonquin Gas Transmission, LLC and Bobcat Gas Storage, 'Assets' with a map of the United States and Canada, and 'Training' with information about group training.

LINK System Customer Interface

LINK Learning Training Tutorials Contact Us Logout **ENBRIDGE**

Login: TSTGORDON01 7/25/2024 11:03:14 AM CDT

LINK System Access

- Find an activity
- User Security
- Affiliation
- Agency
- EDI
 - EDI TPA Execution
 - EDI Worksheet
- LINK Training
- Reports
- Service Requester Maintenance**
- Local Admin Maintenance

Customer Support

LINK application support, please call 1-800-827-LINK (5465), 713-989-LINK, or email the Help Desk. Additional online support can be found on the tutorial page. For after business support, please contact Volume Management at 713-627-5059.

LINK System Security

Reset or Change your Password
Existing User
New User (No LINK Id)
LINK System Security Tutorials

Critical Notices

Algonquin Gas Transmission, LLC
07/01/2024- [testing_another_attachment](#)

Bobcat Gas Storage
07/01/2024- [testing_another_attachment](#)

Assets

Training

Enbridge offers group training at different locations throughout the year as well as periodic

Execute System Agreement

Step 3

Search for your entity name by double clicking into the “Svc Req Entity Name” box. A lookup tool will appear.

- Find the appropriate entity and hit “Select”

The screenshot displays the LINK System Customer Interface. The main page is titled "Service Requester Maintenance" and includes a navigation bar with "Internal Access Request", "LINK Learning", "Training", "Tutorials", and "Contact Us". The user is logged in as "GORDONE1". The "Svc Req Entity Name" field is highlighted with an orange box. A "Service Requester Lookup" dialog box is open, showing a search for "OFRA". The dialog box contains a table with the following data:

Svc Req Name	Svc Req Entity Name	Svc Req No	Svc Req Pty Cd	Svc Req Status	Svc Req Full Name
OFRAC GAS C	OFRAC GAS COMPANY	1000029796	T61578	ACTIVE	OFRAC GAS COMPANY

The "Select" button in the dialog box is highlighted with an orange box. Below the table, it indicates "Row 1 of 1".

Execute System Agreement

Step 4

Go to the “System Agreement” tab. Select the “Pending” radio button.

The screenshot shows the 'Service Requester Maintenance' interface. At the top, it displays 'SystemTest Nightly', 'Login: GORDONE1', and the current date and time '7/30/2024 12:18:16 PM CDT'. Below this are navigation icons and buttons for 'Clear', 'New', 'Edit', and 'Submit'. The main form area contains several input fields: '*Svc Req Entity Name' (OFRAC GAS COMPANY), 'Svc Req No.' (1000029796), 'Eff From Date' (06/09/2023), 'Svc Req Setup' (ALL BUSINESS PURPOSES), 'Svc Req Pty Cd.' (T61578), 'Eff To Date' (01/01/2200), 'Svc Req Name' (OFRAC GAS C), and 'Svc Req Status' (ACTIVE). Below the form is a horizontal menu with tabs: 'General Info', 'Details', 'Contacts', 'Addresses', 'Contact Uses', 'Organizational Info', 'System Agreement' (highlighted with a yellow box), 'Error List', and 'Local Admin'. Below the tabs are 'System Access', 'Attachments', and 'Approvals' buttons. A 'Help' button is on the left. The 'Status' section has two radio buttons: 'Approved' and 'Pending' (selected and highlighted with a yellow box). There is also a 'Show Historical' checkbox. On the right, there are buttons for 'View Executed', 'Detail', and 'View to Execute'. At the bottom is a table with the following data:

Business Units Covered	Form Status	Signature Name	Requester Title	Requester User ID	Requester User Name	Request TS	Mkt
AGT, BGS, BSP, EHP, ETNG, MBHP, SGSC, TE	NOT EXECUTED	ELLIOT GORDON		GORDONE1	ELLIOT GORDON	01/01/0001 00:00:00.000	
GB	NOT EXECUTED	ELLIOT GORDON		GORDONE1	ELLIOT GORDON	01/01/0001 00:00:00.000	
GPL	NOT EXECUTED	ELLIOT GORDON		GORDONE1	ELLIOT GORDON	01/01/0001 00:00:00.000	
MCGP	NOT EXECUTED	ELLIOT GORDON		GORDONE1	ELLIOT GORDON	01/01/0001 00:00:00.000	
MNCA	NOT EXECUTED	ELLIOT GORDON		GORDONE1	ELLIOT GORDON	01/01/0001 00:00:00.000	

Execute System Agreement

Step 5

Select the business unit you would like to execute the agreement for. Hit the “View to Execute” button.

- **Note:** Enbridge’s most used business units are grouped under one system agreement for convenience.
 - Business units included: AGT, BGS, BSP, EHP, ETNG, MBHP, SGSC, TE

SystemTest Nightly Login: GORDONE1 Service Requester Maintenance 7/30/2024 12:22:45 PM CDT

Clear New Edit Submit

*Svc Req Entity Name: OFRAC GAS COMPANY Svc Req No: 1000029796 Eff From Date: 06/09/2023
Svc Req Setup: ALL BUSINESS PURPOSES Svc Req Pty Cd: T61578 Eff To Date: 01/01/2200
Svc Req Name: OFRAC GAS C Svc Req Status: ACTIVE

General Info Details Contacts Addresses Contact Uses Organizational Info System Agreement Error List Local Admin

System Access Attachments Approvals

Help Status: Approved Pending Show Historical View Executed Detail View to Execute

Business Units Covered	Form Status	Signature Name	Requester Title	Requester User ID	Requester User Name	Request TS	Mkt
AGT, BGS, BSP, EHP, ETNG, MBHP, SGSC, TE	NOT EXECUTED	ELLIOT GORDON		GORDONE1	ELLIOT GORDON	01/01/0001 00:00:00.000	
GB	NOT EXECUTED	ELLIOT GORDON		GORDONE1	ELLIOT GORDON	01/01/0001 00:00:00.000	
GPL	NOT EXECUTED	ELLIOT GORDON		GORDONE1	ELLIOT GORDON	01/01/0001 00:00:00.000	
MCGP	NOT EXECUTED	ELLIOT GORDON		GORDONE1	ELLIOT GORDON	01/01/0001 00:00:00.000	
MNCA	NOT EXECUTED	ELLIOT GORDON		GORDONE1	ELLIOT GORDON	01/01/0001 00:00:00.000	

Execute System Agreement

Step 6

SYSTEM AGREEMENT DIALOG FOR SERVICE REQUESTER

For Assistance, please contact the LINK Systems Group at 1-800-827-5465 or at LINK-HELP@Enbridge.com.

FORM OF SERVICE AGREEMENT
FOR THE LINK® SYSTEM

This LINK® System Agreement, executed this 30 day of July, 2024, by and between OFRAC GAS COMPANY (Service Requester Proprietary Number 1000029796) (hereafter referred to as "LINK® System Subscriber"), and MISSISSIPPI CANYON GAS PIPELINE, LLC (hereafter referred to as "Transporter"), witnesseth that for and in consideration of the mutual covenants and provisions herein contained and subject to all of the terms, provisions and conditions herein set forth, LINK® System Subscriber and Transporter do hereby agree as follows:

ARTICLE I
SCOPE OF AGREEMENT

a. Transporter shall make available for use by LINK® System Subscriber Transporter's computerized electronic communication system; the LINK® Customer Interface System ("LINK® System"), to perform such functions as may be available on the LINK® System from time to time.

By typing my signature and clicking Execute Agreement below, I represent that I am authorized by the LINK® System Subscriber to sign this agreement on its behalf and I acknowledge that Pipeline is entitled to rely on my electronic signature the same as it would a manual written signature.

Name: Title:
Phone Nbr: Email Addr:

Press Refresh after typing in your name and title to transfer this information to the text of the LINK® System Agreement.

To assist us in addressing your needs, please provide a short explanation of why you need access (or need additional access) to the LINK® system. Thank you.

I have read and agree with the above document.
 I agree to execute this form electronically.
 I attest this agreement is On Behalf of: OFRAC GAS COMPANY

Note: To Execute Agreement please scroll to the end of System Agreement document, and check all attestation boxes.

- The agreement will appear in a pop-up
 1. Scroll and read completely through the agreement.
 2. Enter the requested information and check the attestation boxes.
 3. Once completed, hit the "I agree" button

Execute System Agreement

Step 7

SYSTEM AGREEMENT DIALOG FOR SERVICE REQUESTER

For Assistance, please contact the LINK Systems Group at 1-800-927-5465 or at LINK-HELP@Enbridge.com

System Agreement Check Out

complete the agreement, press the "I agree to these terms and I execute this Agreement" button. To void the execution and return to the previous screen, press "Void Execution". To print or save entire System Agreement Document press "View PDF" button.

This System Agreement, executed this 30 of July, 2024, by and between OFRAC GAS COMPANY, (Service Requester Proprietary Number 1000029796) (hereafter referred to as "LINK® System Subscriber"), and MARITIMES & NORTHEAST PIPELINE Limited Partnership (Hereafter referred to as "Pipeline") witnesseth that for and in consideration of the mutual covenants and provisions herein contained and subject to all of the terms, provisions and conditions herein set forth, LINK® System Subscriber and Pipeline do hereby agree as follows:

ARTICLE I
SCOPE OF AGREEMENT

Pipeline shall make available for use by LINK® System Subscriber Pipeline's computerized electronic communication service, the LINK® Customer Interface System ("LINK® System"). LINK® System Subscriber may at its option use the LINK® System to: (1) request new services under applicable Rate Schedules; (2) request and execute amendment of existing service agreements; and (3) nominate quantities for receipt and delivery by Pipeline pursuant to an existing service agreement under any of Pipeline's rate schedules. LINK® System Subscriber may also use the LINK® System to request and receive from Pipeline such other information as Pipeline may from time to time make available to LINK® System Subscriber through the LINK® System.

By typing my signature and clicking Execute Agreement below, I represent that I am authorized by the LINK® System Subscriber to sign this agreement on its behalf and I acknowledge that Pipeline is entitled to rely on my electronic signature the same as it would a manual written signature.

Name: JIM GORDON Title: MANAGER
Phone Nbr: 649-555-1265 Email Addr: ELLIOT.GORDON@ENBRIDGE.COM

To assist us in addressing your needs, please provide a short explanation of why you need access (or need additional access) to the LINK® system. Thank you.

TRAINING

I have read and agree with the above document.
 I agree to execute this form electronically.
 I attest this agreement is On Behalf of: OFRAC GAS COMPANY

Date/Time Execute Agreement button pushed: 07/30/2024 12:44:47.735

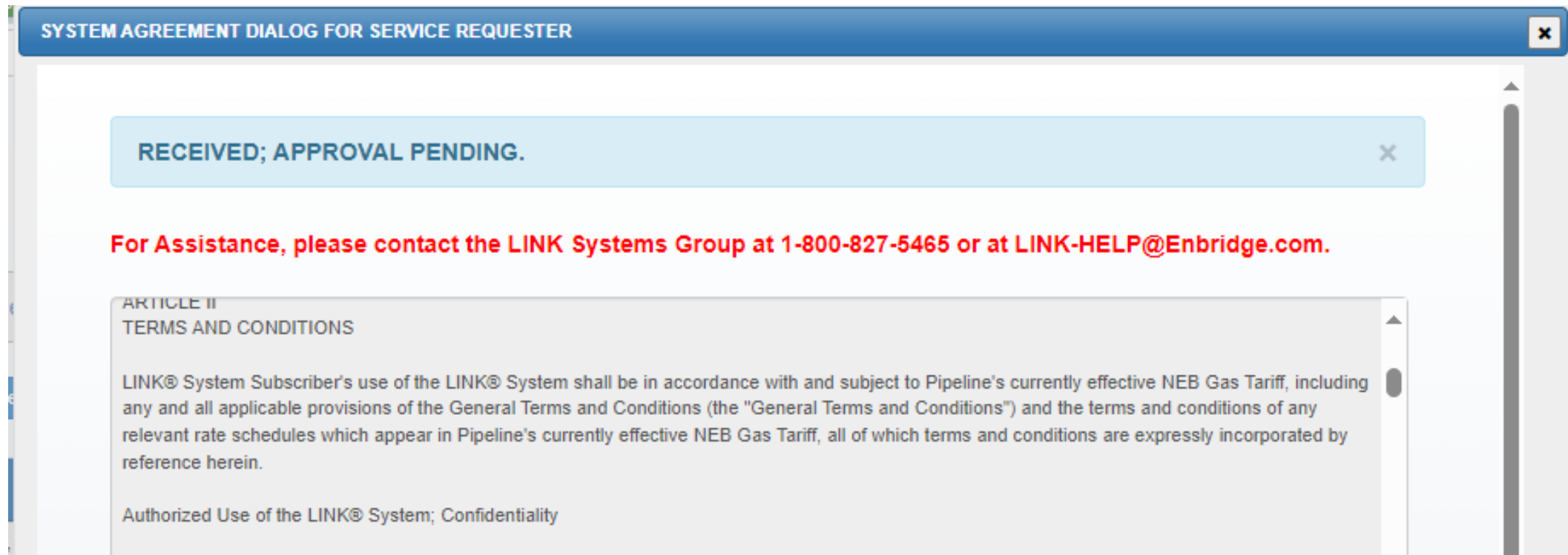
I agree to these terms and I execute this Agreement Void Execution View PDF

- A checkout form will appear
 1. Review all information
 2. Hit "I agree" if all information is correct.
 3. Hit "Void Execution" if any information needs to be updated

Execute System Agreement

Step 8

- The System Agreement will go to Enbridge for approval.
- Once the System Agreement is approved, a copy will be emailed to the Local Security Administrator



View Executed System Agreements

1. Select the “Approved” radio button
2. Select the Business unit row item
3. Select the “View Executed” button
 - The “Detail” button will show who details about the submission and approval of the agreement

The screenshot displays the 'Service Requester Maintenance' application interface. At the top, there is a green header with a menu icon and a grey bar containing system information: 'SystemTest Build: 8.72.01', 'Login: TSTGORDON01', 'Service Requester Maintenance', '7/30/2024', and '12:48:40 PM CDT'. Below this are utility icons (print, calendar, star, gear) and action buttons (Clear, New, Edit, Submit). The main form area contains several input fields: '*Svc Req Entity Name: OFRAC GAS COMPANY', 'Svc Req No: 1000029796', 'Eff From Date: 06/09/2023', 'Svc Req Setup: ALL BUSINESS PURPOSES', 'Svc Req Pty Cd: T61578', 'Eff To Date: 01/01/2200', 'Svc Req Name: OFRAC GAS C', and 'Svc Req Status: ACTIVE'. A navigation bar below the form includes tabs for 'General Info', 'Details', 'Contacts', 'Addresses', 'Contact Uses', 'Organizational Info', 'System Agreement', 'Error List', 'Local Admin', and 'System Access'. Below the navigation bar, there is a 'Help' button, a 'Status' section with radio buttons for 'Approved' (selected) and 'Pending', a 'Show Historical' checkbox, and a row of buttons: 'View Executed' (highlighted with an orange box), 'Detail', and 'View to Execute'. At the bottom, a table lists system agreements with columns for Business Units Covered, Form Status, Signature Name, Requester Title, Requester User ID, Requester User Name, Request TS, Mkt Appr St, and Int Appr St.

Business Units Covered	Form Status	Signature Name	Requester Title	Requester User ID	Requester User Name	Request TS	Mkt Appr St	Int Appr St
AGT, BGS, BSP, EHP, ETNG, MBHP, SG	APPROVED	JIM GORDON	LSA	TSTGORDON0	JIM GORDON	06/09/2023 11:27:24.061	Y	
BIG	APPROVED	JIM GORDON	BOSS MAN	TSTGORDON0	JIM GORDON	04/09/2024 13:56:45.990	Y	Y
TPGS	APPROVED	JIM GORDON	BOSS	TSTGORDON0	JIM GORDON	08/29/2023 10:05:37.852	Y	

Questions?

Email link-help@enbridge.com or call [1-800-827-5465](tel:1-800-827-5465) for LINK® System application support

