

Business energy renewal checklist

UK | Checked 12 October 2026 | XnMark

Premises: _____ Review date: _____

☐ Confirm location and contract type

Distinguish Great Britain from Northern Ireland and business from domestic.

Owner: _____ Evidence / next action: _____

☐ Validate meter and consumption records

Use the same meter details and consumption assumptions for every quote.

Owner: _____ Evidence / next action: _____

☐ Record complete written prices

Check unit rates, standing charges, other charges and quote exclusions.

Owner: _____ Evidence / next action: _____

☐ Request broker-fee information

Record commission or fees, how they are paid and comparison coverage.

Owner: _____ Evidence / next action: _____

☐ Review renewal and exit terms

Record end date, notice method, switching window and any exit charge.

Owner: _____ Evidence / next action: _____

☐ Resolve billing or account questions

Keep readings, invoices and correspondence; use the relevant complaint route.

Owner: _____ Evidence / next action: _____

☐ Verify support before spending

Confirm scheme eligibility and approval requirements before ordering.

Owner: _____ Evidence / next action: _____

☐ Keep the accepted agreement

Assign a review owner; compare consumption, charges and service quality.

Owner: _____ Evidence / next action: _____

Business energy contracts are not protected by the domestic Ofgem price cap.

Check the agreement and relevant customer protections before accepting a quote.

This checklist does not guarantee a saving, grant award or right to terminate.

Sources: Ofgem and Northern Ireland Utility Regulator; full links in the guide.

Guide: xnmark.com/insights-business-energy-prices-uk-2026/