

Partner Portal Dashboard Registration

The Partner Portal Dashboard allows communication with Citizens Energy Group team members, view application statuses to linked applications, make payments, request meter sets, and other actions all from a single location.

Step 1: Visit the Citizens website to complete the online Partner Portal application process. The applicant will need to provide basic information to begin the process.

Step 2: An email will be sent to the email address provided that includes a registration code and a link to complete the application process. If a registration code has been already obtained by an organization, that same code can be used for additional users to create their own login.

Step 3: Select the corresponding name from the Partner User Registration dropdown list and enter the registration code from the email and select continue.

Step 4: Fill out the required information on the Partner User Registration page including user information, primary contact information, and notification preferences, and select Register to complete the sign up.

Step 5: All linked applications will be displayed within the dashboard. You will be able to communicate with Citizens Energy Group team members, view linked application statuses, make payments, request meter sets, and other actions.

Note: The Registration Code and link provided in Step 2 can be utilized by others within your organization for them to register their own username and password on the Partner User Registration page.

For more information:

Website:

info.citizensenergygroup.com/permits-andforms

New Service Contact Center:

317-927-4444

NewService@CitizensEnergyGroup.com