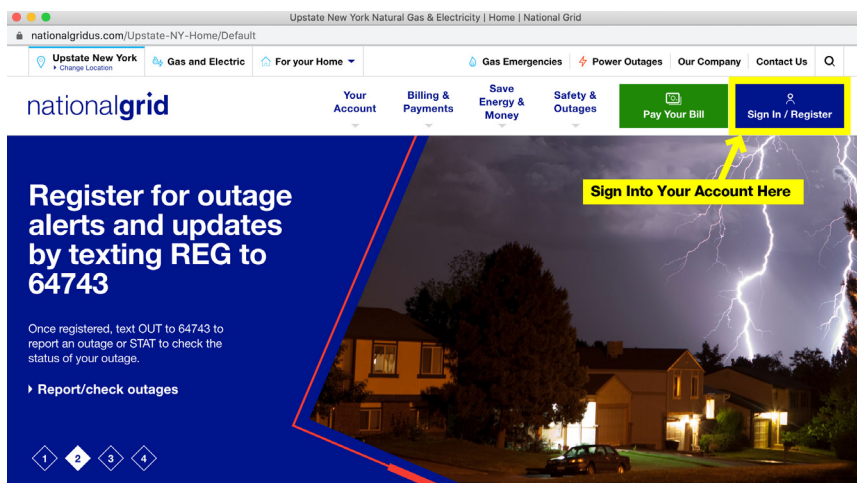


## Retrieving a Statement of Billing/Usage Data

The following information will walk you through the steps necessary to view and download your billing statements and energy usage. You can view and download monthly statements or download up to 2 years historical data.

1. Start by visiting our website at <https://www.nationalgridus.com>. Sign into your account using the **Sign In/Register** button at the top-right of your screen.



2. Enter your **Email** and **Password** to sign into your account.

### Sign In

Email Address \*

Password \*

Remember me

[Forgot Email Address?](#)

[Forgot Password?](#)

**Sign In**

### New to National Grid?

Register for online access to your account and use our portal to view your bill, set up automatic payments, receive a personalized Energy Savings Plan, and more.

Registering takes just five minutes and turns time into savings.

**Register for Online Access**

[Still having trouble logging in?](#)

3. After signing in you'll be taken to your **Account Overview** window, click on **Bills & Payments** to continue.

Account Overview

**Bills & Payments**

Account Balance: **\$0.00**

Current Bill Charges: **\$305.46**

Last Payment: **\$305.46**

Service Details: JANE DOE CUSTOMER, 42 MAIN STREET, ANYTOWN, NY 13033

Account Nickname: home base | Update

Account No: 00000-00000 | Type: Electric & Gas | Status: Active

Meter#: 45456789 | Next Meter Reading: 02/13/2021

Electric Rate Class: Electric SC1 Non Heat | Gas Rate Class: Gas SC1 Res Heat

Recent Activity: Since Bill Issued: 01/19/2021 | Payment: (Feb 04, 2021) \$305.46

Billing & Payment Programs: Paperless Billing | Automated Payments | Budget Plan

4. Under the **Bills & Payment** tab you'll find the **Bill History** page that contains links to **View** individual bills by clicking the magnifying glass **(A)** or **Download** by clicking the PDF icon **(B)**. Click the **Export All Billing Rows** **(C)** to download 24 months of bill and payment data.

Account Overview | **Bills & Payments** | Track Usage | Saving Tips | Account: east lake rd | Add Account

**Billing History** | Payment History | Service Costs | ESCo comparison

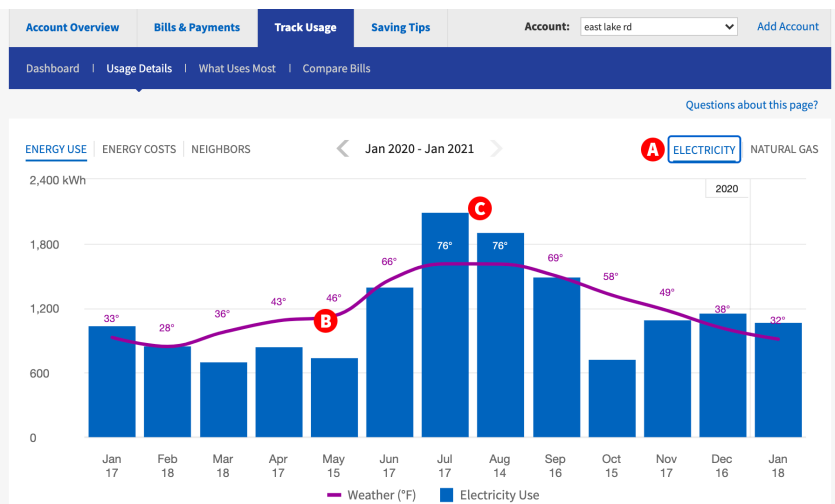
Jane Doe Customer  
42 MAIN STREET, ANYTOWN, NY 13033  
Electricity and gas service  
Account: 00000-00000

Showing 1 to 5 of 24

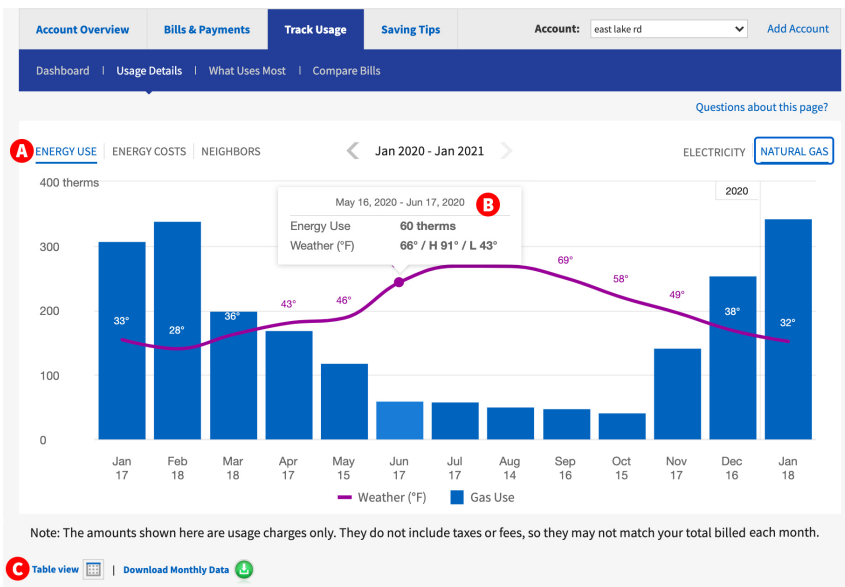
Billing period	Bill amount	Bill due date	Bill issue date	Bill read	View bill	Download
12/16/2020 - 01/18/2021	\$305.46	02/12/2021	01/19/2021	Read	<b>A</b> 🔍	<b>B</b> 📄
11/17/2020 - 12/16/2020	\$282.34	01/10/2021	12/17/2020	Unread	🔍	📄
10/15/2020 - 11/17/2020	\$226.17	12/12/2020	11/18/2020	Unread	🔍	📄
09/16/2020 - 10/15/2020	\$153.00	11/11/2020	10/16/2020	Unread	🔍	📄
08/14/2020 - 09/16/2020	\$243.88	10/11/2020	09/17/2020	Unread	🔍	📄

**C** Export all billing rows 📄

5. Clicking on the **Track Usage** tab will take you to your energy usage summary. You can access both **Electric and Gas** usage data through links **(A)** below. Your **Energy Use** **(C)** is viewable within the graph along with the average monthly temperatures **(B)**.



6. Within the **Energy Use** **(A)** panel, when mousing over the monthly graph totals a pop up **window appears** **(B)**, with the **Date Range, Energy Use** and **Weather information** for that month. You can view the data in a table format or download it in an Excel file format, by clicking the links below **(C)**.



7. The **Table Format** allows you to view up to two years of your historical energy usage. You can switch between **Gas and Electric Usage Data (A)** using the two tabs below. **Data (B)** available includes **Date** and **Number of Day in the billing period**. **Actual or an Estimated Read** type, **Energy used** (KWh or Therms), **Delivery Chargers, Supply Chargers, Late Payment charges** (if any exist), and the **Total Charges for the monthly billing period**. You can download the data in Excel format by clicking the **Download Data (C)** link below.

**JANE DOE CUSTOMER**  
42 MAIN STREET  
ANYTOWN, NY 13033  
Electricity and gas service  
Account: 00000-00000

### Track Usage

## View My Data

Account:

**A** Electric Usage

Gas Usage

**C** Download Data

Here, you can view up to two years of your historical energy usage

<b>B</b> Read date Days	Read type	Total kWh	Delivery charges	Supply charges	Late payment charges	Total charges
1/18/2021 33 Days	Actual	1,068	\$94.36	\$45.03	\$0.00	\$139.49
12/16/2020 29 Days	Actual	1,157	\$103.27	\$52.17	\$0.00	\$155.59
11/17/2020 33 Days	Actual	1,095	\$98.27	\$41.05	\$0.00	\$139.44
10/15/2020 29 Days	Actual	725	\$71.22	\$30.14	\$0.00	\$101.30
9/16/2020 33 Days	Actual	1,494	\$126.36	\$61.24	\$0.00	\$187.91

8. You can access a download for your **Gas and/or Electric Usage Data** using tabs **(A)** below. Select the format you'd like the data in, **Spreadsheet (.csv file) (B)** or **Green Button (.xml) (B)** and then simply click the **Download Button (D)** and save the file to you computer or network location.

**JANE DOE CUSTOMER**  
42 MAIN STREET  
ANYTOWN, NY 13033  
Electricity and gas service  
Account: 00000-00000

### Track Usage

## Download My Data

Account:

Electric Usage

Gas Usage **A**

Table view

#### Download My Data

**B** Spreadsheet (.csv file)

For your review in a spreadsheet program

**C** Green Button (.xml file)

For developers and third parties

**D** Download