



# Dwellr Partner Rewards Agent Guide



# Welcome to the Partner Rewards Programme!



This guide will walk you through everything you need to get started quickly and confidently.

## Our Aim

To make onboarding seamless, intuitive, and fully aligned with your existing workflow.





# Introduction

Partner Rewards is a commission-based system designed exclusively for agents. There is no selling, no admin burden, and no compliance exposure. You simply share your branded Switch-It link with tenants — and earn when they switch their energy supplier.

This guide explains how to set up your branded tools, introduce tenants to Switch-It, and track your credits.





# What you receive

As a Partner Rewards agent, you receive three resources at no cost:

## Switch-it

### Branded Switch-It Site

Your personalised energy-switching website used by tenants to browse tariffs.

### Branded Dashboard

A live dashboard showing tenant switches, commission earned, and month-by-month data.

### Branded Assets

A link, email paragraph, and optional leaflet/PDF to include in your move-in workflow.



# Getting Set Up

## **1 Step 1** Receive Your Branded Assets

### You will receive:

- Your unique Switch-It URL
- A short email paragraph for your move-in pack
- Optional printable PDF/leaflet (if requested)
- Dashboard login details





# Getting Set Up

## **2** **Step 2** Add the Link to Your Move-In Email

### **Add the provided wording and link to:**

- Your standard tenant move-in email
- Your referencing completion workflow
- This is the primary method used by most agents



# Getting Set Up

## **3 Step 3** (Optional) Add the Leaflet/PDF to Your Handovers

### **If you give tenants packs or meet them in branch:**

- Add the PDF to your welcome pack
- Provide the leaflet at key collection
- Include the QR card in in-branch meetings



# How to Introduce Tenants to Switch-It



You **do not** need to sell or advise.

Simply include this sentence in your move-in email:

“

"As part of your move-in journey, you can use our Switch-It link to choose your energy supplier if you'd like to. This is completely optional and may help you find a competitive tariff."

”

Tenants are **not** pressured.  
You act only as an introducer.



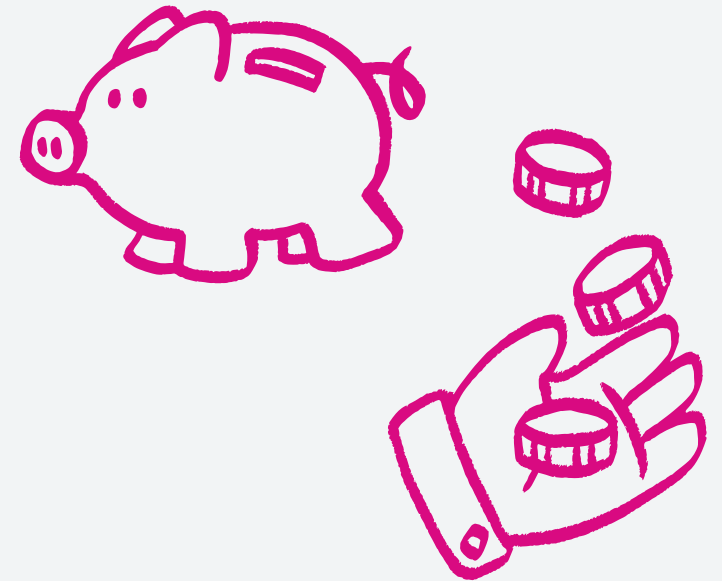


# What Tenants See

## Tenants who click your link will:

- Visit your branded Switch-It page
- View tariffs from our approved suppliers
- Choose whether to switch

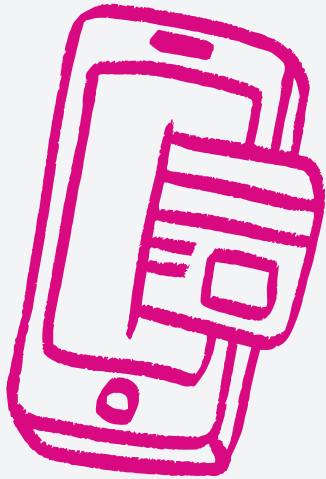
**If they switch,** the supplier pays a commission — which is paid to you a month in lieu.





# Using Your Dashboard

**Your personalised dashboard allows you to track:**



- ✓ Number of tenant switches
- ✓ Total commission earned
- ✓ Total commission balance
- ✓ Monthly performance charts

**You'll receive your login during setup. The dashboard updates automatically.**



# Best Practice Tips

- Add the Switch-It link to **every** move-in email
- Mention the link verbally when handing over keys
- Keep printed collateral near reception for convenience
- Remind staff that **no selling or advising** is required
- Check your dashboard monthly to track performance



# Troubleshooting & Support

**If you experience any issues:**

- Link not working
- Dashboard login problems
- Need updated branding or collateral

**Contact our support team and we'll fix it immediately.**



# Summary

Partner Rewards is a simple, powerful way to earn extra revenue with zero disruption to your workflow.

Once set up, it runs automatically and benefits both tenants and your agency.



**Welcome aboard**  
**we're excited to partner with you!**



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