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WREGIS cannot export and officially they do not support WREGIS to M-RETS imports as of right now. WREGIS does have a Reserve account where RECs can be used off system. While we have facilitated an Import using the Reserve functionality in WREGIS for scenarios where a WREGIS/MRETS participant is contractually obligated to deliver RECs, we discourage all Imports until the WREGIS to M-RETS Export functionality is developed.

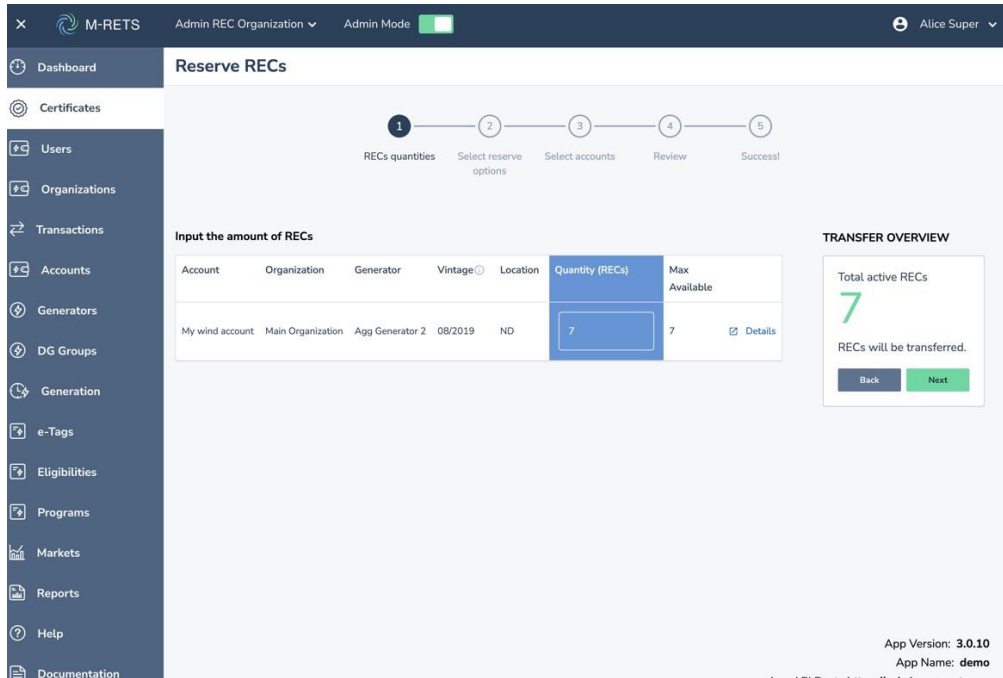
Step 1: Select the active certificates you would like to reserve and click “reserve”

The screenshot shows the M-RETS web application interface. The top navigation bar includes the M-RETS logo, 'Admin REC Organization', 'Admin Mode' (with a green indicator), and a user profile for 'Alice Super'. The main content area is titled 'Certificates' and has tabs for 'Active', 'Retired', 'Reserved', 'Exported', 'Imported', and 'Market'. The 'Active' tab is selected. Below the tabs are buttons for 'Transfer', 'Retire', 'Reserve' (highlighted with a red box), and 'Reset', along with a download icon and a settings gear. A message states '1 rows are selected.' Below this is a table with columns: Account, Account ID, M-RETS ID, Organization, and Generator. The first row is selected with a checkbox. The table contains various accounts, including 'My wind account' and 'Recs account'.

Account	Account ID	M-RETS ID	Organization	Generator
<input checked="" type="checkbox"/> My wind account	1227D108-A04E	M111114	Main Organization	Agg Gener
<input type="checkbox"/> My wind account	1227D108-A04E	M111114	Main Organization	Agg Gener
<input type="checkbox"/> My wind account	1227D108-A04E	M111114	Main Organization	Agg Gener
<input type="checkbox"/> My wind account	1227D108-A04E	M111114	Main Organization	Agg Gener
<input type="checkbox"/> My wind account	1227D108-A04E	M111114	Main Organization	Agg Gener
<input type="checkbox"/> My wind account	1227D108-A04E	M111114	Main Organization	Agg Gener
<input type="checkbox"/> My wind account	1227D108-A04E	M111114	Main Organization	Agg Gener
<input type="checkbox"/> Recs account	2B2E97B6-A3E8	M111114	Second Organization	Agg Gener
<input type="checkbox"/> Recs account	2B2E97B6-A3E8	M111112	Second Organization	My Hidro g
<input type="checkbox"/> Recs account	2B2E97B6-A3E8	M111112	Second Organization	My Hidro g
<input type="checkbox"/> Recs account	2B2E97B6-A3E8	M111112	Second Organization	My Hidro g
<input type="checkbox"/> RECs account	FFF12312-749C	M111111	Export Organization	My Wind g
<input type="checkbox"/> RECs account	FFF12312-749C	M111111	Export Organization	My Wind g
<input type="checkbox"/> Recs account 2	9BA35408-8523	M111111	Main Organization	My Wind g
<input type="checkbox"/> Recs account 3	82705893-1921	M211112	Hourly Organization	My Hourly
<input type="checkbox"/> Recs account 3	82705893-1921	M211112	Hourly Organization	My Hourly

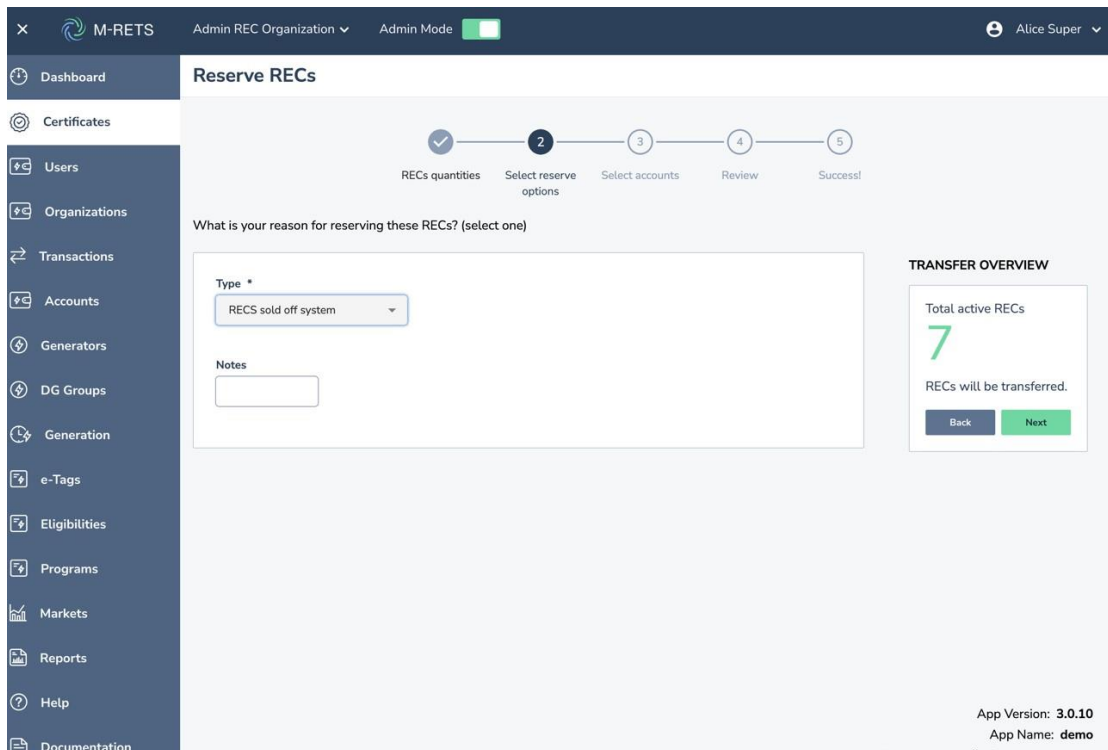
Step 2: Select the quantity of certificates and click next.

M-RETS® validates the environmental attributes of energy to serve as a trusted centralized gateway to environmental markets.



Step 3: Select “RECs sold off system” as the reserve type. In the notes field input the name of the receiving M-RETS Organization with this format:

**Notes: ‘Export to M-RETS Organization: [Name of M-RETS Organization]’**



*M-RETS efficiently tracks and verifies renewable energy generation in collaboration with stakeholders, facilitating renewable energy development in the public interest.*

Step 4: Select the reserve account in the tracking system that you would like the certificates reserved to. If you do not have one you need to create a reserve account under “accounts”.

Step 5: Review the transaction and validate that the information is correct if it is click “reserve”.

Step 6: Navigate to the “transactions tab”, you will need to download the csv that contains the reserve transactions that you just performed. The screenshot below shows the transaction report with sensitive information redacted.

Date Started	Date Ended	Source Organization	Destination Organization	Source Account	Destination Account	Transaction Type	Status	Fuel Type	Fuel Source	Retirement Type	Retirement Reason	Retirement Notes	Compliance Period	Retired To	Compliance/Voluntary	M-RETS ID	Facility Name	Generator Location	Eligibility	Vintage	Serial Number	Quantity
2022-12-15 2022-12-15	2022-12-15	M-RETS Test	M-RETS Test	RESERVE DEMO	RESERVE DEMO	Reserve	complete	Wind	N/A	RECs sold off system	N/A	Reserved for export to M-RETS. "Name of Destination Org"	N/A	N/A	reserved			NE	N/A			
2022-12-15 2022-12-15	2022-12-15	M-RETS Test	M-RETS Test	RESERVE DEMO	RESERVE DEMO	Reserve	complete	Wind	N/A	RECs sold off system	N/A	Reserved for export to M-RETS. "Name of Destination Org"	N/A	N/A	reserved			NE	N/A			

Step 7: Attach the transaction csv that shows the reserves to an email to [systemadmin@mrets.org](mailto:systemadmin@mrets.org), the import will be processed in one business day. Please make the subject line WREGIS to M-RETS Export “mm-dd-yy”.