

**Direct Energy Regulated Services
PREMISE VACANCY AGREEMENT AND PROPERTY OWNER/MANAGER
AUTHORIZATION FORM**

I/We own or manage the properties listed below and authorize Direct Energy Regulated Services to service the accounts by either leaving on and charging **I/We** the landlord or to shut the services off during the dates provided (refer to definitions and disclosures of each choice below). **I/We** will be responsible for charges incurred while the de-energize is being processed.

- ☐ **Leave on, Charge Landlord:** The landlord/property owner agrees to be automatically billed for interim periods (i.e., between tenants) without prior contact.
- ☐ **De-Energize Site Outside Winter Moratorium:** The landlord/property owner agrees to have services disconnected outside of Winter Moratorium, October 15 to April 15 (electricity) | November 1 to April 15 (gas).
- ☐ **De-Energize Site Year-Round:** The landlord/property owner agrees to have the service disconnected regardless of the time of year when it is determined to be vacant. Should the property require de-energization during Winter Moratorium, a signed Customer Requested De-Energization Authorization Form from the property owner is only required for residential gas sites. The landlord/owner has responsibility for ensuring their property is protected for inclement weather conditions.

Direct Energy Regulated Services and ATCO Gas/Electric do not accept responsibility for damages caused to property as a result of weather. We recommend that property owners and/or property managers take steps to preserve and secure their property against freezing.

In order to re-energize site, the requesting party may be subject to a reconnection fee and may need to have the property inspected depending on the length of time the service has been shut off and where the property is located. The requesting party must contact Direct Energy Regulated Services at 1-866-420-3174 when re-energize request is required.

| Current Customer: <input type="checkbox"/> YES <input type="checkbox"/> NO If YES, please provide current account number: _____ | | Billing Preference: <input type="checkbox"/> Individual Invoices <input type="checkbox"/> Joint Invoices Bill Delivery Method: <input type="checkbox"/> Paper <input type="checkbox"/> Email Renewal Notice Delivery Method: <input type="checkbox"/> Paper <input type="checkbox"/> Email | | |
|---|---------|---|--------------|----------|
| Property Address(es): | Site ID | Property Owner(s): (please print) | Service Type | |
| | | | Gas | Electric |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

Please attach any additional sites and/or authorized contact person(s) to this agreement

Name as it should appear on the account

Mailing Address

Email Address

Phone Number

Property Owner(s) Signature

Property Management Company (if applicable)

Authorized Contact Person (please print)

Authorized Contact Person Signature

Note: If you no longer own this property and/or wish to end/change the agreement, please send a written request and we will update our records. Otherwise, the agreement will expire 2 years from the established date.