



## Change of Tenancy Form

Please complete this form and forward to Pozitive Energy. Failure to complete all sections which are applicable to you and/or not supplying supporting evidence will likely result in the submission being rejected.

|                                      |  |
|--------------------------------------|--|
| Positive Energy Account Number       |  |
| MPAN/MPRN                            |  |
| Change of Tenancy Date (DD/MM/YYYY)  |  |
| Meter Read Rate 1                    |  |
| Meter Read Rate 2 (if applicable)    |  |
| Meter Read Rate 3 (if applicable)    |  |
| Date of Meter Read                   |  |
| OUTGOING TENANT/OWNER SECTION        |  |
| Outgoing Business Name               |  |
| Outgoing Customer Name               |  |
| Outgoing Customer Contact Number     |  |
| Outgoing Customer Email Address      |  |
| Outgoing Customer Forwarding Address |  |
| Signature of Outgoing Customer       |  |
| INCOMING TENANT/OWNER                |  |
| Incoming Business Name               |  |
| Incoming Customer Name               |  |

|   |                        |
|---|------------------------|
| Incoming Customer Contact Number                          |                        |
| Incoming Customer Email Address                           |                        |
| Incoming Customer Billing Address                         |                        |
| Signature of Incoming Customer                            |                        |
| Are you the Owner or Tenant?                              | OWNER/TENANT           |
| Is Supply going back to Landlords?                        | YES/NO                 |
| Name of Landlord  |                        |
| Landlord Phone Number                                     |                        |
| Email Address of Landlord                                 |                        |
| Document Attached to verify CoT?                          | YES/NO                 |
| Name of Document attached (If the answer to above is yes) |                        |
| Payment Method for New Tenant/Owner:                      | Direct Debit/BACS/Card |
| (If Direct Debit is selected) Name of Bank:               |                        |
| Customer Account Name:                                    |                        |
| Customer Account Number:                                  |                        |
| Sort Code:  |                        |

Please return this to  
cot@pozitive.energy