New Occupant Confirmation Form

This form is required so that we may process your request for electric service at your new address. Please note that your request will remain on hold until we receive the required information from you. To ensure a prompt response, we recommend submitting your information via email or fax. Mail deliveries will take longer to process.

Please complete and return this form, along with a photocopy of <u>one</u> of the following documents:

(1) Signed Lease
(2) Affidavit of Landlord (notarized)
(3) Closing Documents
(4) Utility bill (gas, electric or water bill from a different residence, in your name, dated within last two months)
(5) Other comparable document establishing residency, subject to approval by your Transmission and Distribution Service Provider (TDSP), for example, a certificate of occupancy

Please send this form along with a photocopy of <u>one</u> of the documents listed above to

Email: Complete and scan this form and email it to:
SwitchHold@discountpowertx.com
(.pdf, .jpg or .doc formats only)

Mail: Discount Power
Attn: New Occupant Confirmation
P.O. Box 2229
Houston, TX 77252-2229

Fax: 1-844-822-3519 or 832-584-2896

New Service Address _____

City, State, Zip Code _____

Occupancy Date _____

ESID (Electric Service Identifier) Number - required _____

Mailing Address _____

City, State, Zip Code _____

Contact Phone Number _____

(*We may contact you if we have any questions about this form.*)

<u>CONFIRMATION</u>

I confirm that I am a new occupant at the above service address and that I am not associated with the previous occupant's electric service account at this service address effective the occupancy date listed above.

_____ _____
Signature Date

_____
Printed Name

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