



Mon-Fri 8am-8pm, Sat 8am-5pm

03452 072 000

03 numbers are UK wide numbers that are charged in the same way as 01 and 02 numbers



Visit us online at

www.utilita.co.uk/help

Letter of Authority

COMPLETING THE LETTER OF AUTHORITY

Please complete and print the Letter of Authority on page 2 of this document on your company's letter headed paper. Alternatively, if you do not have a company letterhead, please type your company's name at the top of the form in the box provided.

VALIDITY OF THIS LETTER

This letter will remain valid for 12 months from the signature date on page 2 of this document.

ONCE COMPLETED AND SIGNED

Please attach the signed Letter of Authority along with each customer enquiry.

This letter of authority gives authority for a named person at your organisation to discuss all or some aspects of the account holders Utilita Energy Account.

SEND TO:

Utilita Energy
Hutwood Court, Bournemouth Road
Chandler's Ford, Eastleigh
SO53 3QB

OR EMAIL TO:

customerservices@utilita.co.uk

Please provide your registered address		Company name	
<input type="text"/>		<input type="text"/>	
I hereby authorise	<input type="text"/>	(agent or company) based at:	
Position	<input type="text"/>		
Authorised person's full company address	<input type="text"/>		
Postcode	<input type="text"/>	<input type="text"/>	
Email	<input type="text"/>		
Tel	<input type="text"/>		
To receive information and to give instruction on my/our behalf regarding account number(s)			
<input type="text"/>		<input type="text"/>	
This authorisation relates to matters concerning: (please select all that apply)			
Billing	<input type="checkbox"/>	Contract	<input type="checkbox"/>
		Both	<input type="checkbox"/>
Start date	<input type="text"/>	-	<input type="text"/>
<small>DD-MM-YYYY</small>	<input type="text"/>	-	<input type="text"/>
This letter of authority shall remain valid for the period of 12 months from the date of signature.			
Name	<input type="text"/>	Signature (customer)	<input type="text"/>
Email	<input type="text"/>		
Tel	<input type="text"/>	Date	<input type="text"/>
		<small>DD-MM-YYYY</small>	<input type="text"/>