

Termination Notice

To existing Utility Supplier

Please provide your registered address
(if not included in company letterhead)

Please complete and print this Termination Notice on your company's letter headed paper. Alternatively, if you do not have a company letterhead, please type your company's name and registered address in the box provided.

To: Existing Supplier

Company Name

Address

Postcode

Please accept this document as notice of termination of my contract with yourselves.

From: Your Company

Company Name

Site Name &
Address

Postcode

MPAN
(Meter Point
Administration
Number)

S			

MPRN
(Meter Point
Registration
Number)

Contract end date
DD-MM-YYYY

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Authorisation:

In order to ensure an efficient transfer I authorise my existing supplier, as named above, to supply any site details and meter supply information directly to my new supplier.

Name

Position

Signature

Date
DD-MM-YYYY

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