

Change of Tenancy notification Moving out form



Supply number

Account reference

Site address Line 1
Line 2
Line 3
Postcode

Your moving out date

Date of reading

Meter serial number

Meter reading(s) Register

Reading
(please provide a reading for each register on your meter)

Unsure how to read your meter?

Use our helpful guide:
energy.drax.com/support/how-to-read-your-electricity-meter

Or take a photo and send to us at
meterread@drax.com

Section A - Your details

Title First name

Surname

Organisation name

Job title

Forwarding Line 1
address Line 2

Please enter the
details of where we
should send your
final invoice Line 3

Postcode

Landline number

Mobile number

Email address

Section B - Details of incoming party (if known).

If you don't know who's moving in, please provide the details for the Landlord of the site address.

To protect you, we'll take all necessary steps to validate the change of responsibility. You can help by emailing us supporting documents (e.g. a lease): contactteam@drax.com

Title **First name**

Surname

Organisation name

Organisation type

Company registration number

Billing **Line 1**

address **Line 2**

(If different from site address) **Line 3**

Postcode

Landline number

Mobile number

Email address

I can confirm the information provided on this form is true and accurate to the best of my knowledge. Also, I understand and accept that if Drax later discovers that the information was deliberately misleading, it can hold me accountable for any charges accumulated during this period.

Signed

Date
