

Change of Tenancy notification

Moving in form



Supply number			
Site address	Line 1		
	Line 2		
	Line 3		
	Postcode		
Your moving in date	DD/MM/YY		
Date of reading	DD/MM/YY	Meter serial number	Located on your meter
Meter reading(s)	Register	Reading (please provide a reading for each register on your meter)	
Unsure how to read your meter?	e.e. R1	0000	
Use our helpful guide: energy.drax.com/support/how-to-read-your-electricity-meter	e.e. R2	0000	
Or take a photo and send to us at meterread@drax.com	e.e. R3	0000	

Section A - Your details

Title		First name	
Surname			
Organisation name			
Organisation type	Limited, LLP, Sole Trader, Landlord, Domestic...		
Company registration number			
Job title			
Billing address	Line 1		
	Line 2		
This is where we'll send your invoices. Only enter if different from site address.	Line 3		
	Postcode		

Home address	Line 1	
	Line 2	
	Line 3	
Postcode		
Landline number		
Mobile number		
Email address		example@example.co.uk

Section B - Landlord's details

If you're unable to provide any details below, it may take longer for us to complete your Change of Tenancy request.

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): movingpremises@drax.com

Title		First name	
Surname			
Landlord's address	Line 1		
	Line 2		
	Line 3		
Postcode			
Landline number			
Mobile number			
Email address		example@example.co.uk	

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
<hr/>	<hr/>