

**Letter of Authority**

**Account holder name**.....

**Authorised person name**.....

**Account reference number (s)**.....

**Account holder address**.....

.....

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**Account holder contact number**.....

**Authorised person contact number**.....

**Account holder email (if applicable)**.....

**Authorised person email (if applicable)**.....

**Authorised person password\* (optional)**.....

Dear Sir/Madam,

I, the account holder, do hereby give authority for the above named person to discuss all aspects of My energy account with your company on my behalf. This includes (but is not limited to) my bills and usage, payments and any other account activity past or present.

In addition to this, I authorise the above named person to provide information to update my account, including (but not limited to) meter readings, new contact information such as phone numbers and email addresses and account closure information in the event of moving home.

I also authorise the above named person to make changes to my contract, including (but not limited to) agreeing a new sale or tariff change, booking appointments and opting me into any relevant schemes or offers.

This authority is to remain in place until such time as I ask for it to be revoked.

Kind regards,

Signed.....

Date.....

\*the password may be requested as part of our Data Protection security questions when you or the authorised person calls, so please ensure this is provided to them.