Please attach letterhead

Letter of Authority

Company: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Post Code\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ‘Phone Number\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ email:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

MPAN’s / MPRN’s: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

TO WHOM IT MAY CONCERN

I have appointed\* ………………………………….………………………………(AGENT)

Address: ………………………………………………………………………………………………Post Code………………..

**….. to act on my behalf for the purpose of arranging our gas and/or electricity supplies.**

**I understand that I am under no obligation to accept any price quotation offered**.

(Note: As part of our commitment to you we\* will be using the services of **The Energy Company UK Ltd\*\*** who will co-ordinate and support the processing of any Gas and/or Electricity contract/s. The Energy Company operate under the auspices of **the Utilities Intermediaries Association** and adhere to their code of conduct. Details at [www.uia.org.uk](http://www.uia.org.uk)

**By signing this Letter of Authority I confirm that the agency above has permission to agree to a credit check being carried out on the above business. I also agree that I am a Director/ Partner/ Owner of the said business and agree to a personal credit check if necessary.**

*“I/We give authorisation that the above named agencies can access industry held data including consumptions, contract end dates, metering information. That they can issue termination notices on our behalf and opt out of future contract renewals should the need arise. They are also authorised to contact the current supplier/s to resolve any issues arising, to authorise any adjustments, refunds or billing amendments.*

***\*\*Data Security*** *is our number one priority. We will have to collect and keep a little data about you, like your name, address, bank details, email address and telephone number. We will not share your details with any unauthorised Companies or 3rd parties. We promise to collect, process and store and share your data safely and securely. In conjunction with* ***GDPR legislation****. You should be aware that you can review the data we hold. If it needs correcting, tell us! By signing this form you authorise us to present your details to potential Energy Suppliers.*

**This Letter of Authority is valid for 12 Months OR duration of the contract from the Date shown below. It also supersedes any previously dated LOA.**

NAME:…………………………………………… POSITION IN COMPANY:………………………………………….

\*SIGNED:……………………………………………………………………. DATE:…………………………………………………..

NOTE: your signature\* above confirms that you give permission for the Agent named above and The Energy Company UK Ltd to hold your details securely for the sole purpose/s detailed above.

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