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Letter of Authority/Permission Letter

|  |  |
| --- | --- |
| **Registered Company Name** (In full and matching a current energy bill) |  |
| **Company registration number** (if incorporated) |  |
| **Registered Company Address** |  |
| **Telephone Number** |  |

To Whom It May Concern:

I have appointed **Black Sheep Utilities Ltd of Crown House, 4th Floor, 21 Upper North Street, Brighton, East Sussex, BN1 3FG**, contact number 01273 914000 to act on our behalf for the purpose of arranging our gas and/or electricity supply. I understand that I am under no obligation to accept any price quotation they may offer.

## We hereby give authorisation that the above named can;

* Access industry held data including consumptions, rates, contract end dates, metering information, issue termination notices should the need arise and opt out of future contract renewals on our behalf on all meters that belong to the above-mentioned company.
* Contact our current supplier to resolve any issues arising. Therefore, they can request all billing information, including copy of bills and authorise any adjustments, refunds or billing amendments.
* Raise and deal with complaints on our behalf to a satisfactory resolution. (The supplier will notify the customer if a complaint is raised on the account and confirm when this has been resolved).

This Permission Letter does **not** allow the above names to enter a contract on my behalf.

## Please accept this Permission Letter which is effective from the date below and which remains valid for a period of 12 months from this date. Please also note that this Permission Letter supersedes all previous Permission Letters.

**Signed:**

|  |  |
| --- | --- |
| **Name (In Full):** |  |
| **Position:** |  |
| **Date:** |  |