

**Direct Energy Regulated Services**

**PREMISE VACANCY AGREEMENT AND PROPERTY OWNER/MANAGER  
AUTHORIZATION FORM**

**I/We** own or manage the properties listed below and do authorize Direct Energy Regulated Services to service the accounts by either leaving on and charging **I/We** the landlord and/or to shut the services off during the dates provided (refer to definitions and disclosures of each choice below). **I/We** will be responsible for charges incurred while the de-energize is being processed.

- Leave on, Charge Landlord:** The landlord/owner agrees to be automatically billed for interim periods (i.e., between tenants) without prior contact.
- Shut Off:** The landlord/owner agrees to have the service disconnected regardless of the time of year, when it is determined to be vacant. The landlord/owner has responsibility for ensuring their property is protected for inclement weather conditions. Disconnected services are subject to a reconnection fee, which is the responsibility of the next party requesting service as well there may be the need to have the property inspected depending on the length of time the service has been shut off and where the property is located. This becomes the responsibility of the customer.
- De-Energize during Winter Moratorium:** If you would like the property de-energized during the winter moratorium **November 1 to April 15** a signature is required from the **property owner**.

**Direct Energy Regulated Services and ATCO Gas/Electric do not accept responsibility for damages caused to property as a result of weather. We recommend that property owners or managers take steps to preserve and secure their property against freezing. The property owner or manager must contact Direct Energy Regulated Services at 1-844-881-4787 when reconnection of utilities is required.**

If you no longer own this property and/or wish to end/change the agreement, please send a written request and we will update our records. The agreement will expire 2 years from the Effective Date.

Property Address(es):	Site ID	Owner(s)/Customer: (please print)	Service Type	
			Gas	Electric

Please attach additional sites to this agreement

\_\_\_\_\_  
Property Management Company

\_\_\_\_\_  
Property Owner (please print and sign)

\_\_\_\_\_  
Authorized Contact Person (please print)

\_\_\_\_\_  
Authorized Contact Person Signature

\_\_\_\_\_  
Mailing Address

\_\_\_\_\_  
Email Address

\_\_\_\_\_  
Phone number

\_\_\_\_\_  
Fax number

\_\_\_\_\_  
Effective Date

\_\_\_\_\_  
Expiry Date

Please send completed form to Direct Energy Regulated Services

**Fax:** 1-844-881-4789 **Email:** [DERSMultiSiteRequest@directenergy.com](mailto:DERSMultiSiteRequest@directenergy.com) **Mail:** PO Box 1520 639 5th Ave SW Calgary, AB T2P 5R6.