



# Third-Party Notification

## For property managers and owners

**Please enroll the following member for Redwood Electric's Third Party Notification.**

Third-Party Notification provides notification to another party in the event an account receives a disconnect notice. The Third-Party will receive a copy of the disconnect notice that is sent to the member of record. A disconnection notice is issued when electric services are in jeopardy of being disconnected.

### Tenant Information

**Completing this form authorizes Redwood Electric Cooperative to mail a copy of any Disconnection Notice to the Third-Party named below.**

Name (Please print) \_\_\_\_\_ Phone \_\_\_\_\_

Service address \_\_\_\_\_ Apartment or unit # \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Email \_\_\_\_\_

Redwood Electric Account # \_\_\_\_\_ Redwood Electric Location \_\_\_\_\_

**I agree and authorize Redwood Electric Cooperative to mail any disconnect notices to the party listed below.**

This form will only be used for notification of pending disconnections and does not allow the third party any additional access or details of the account holder. This notification will be effective for one year after activation. This notice can be removed from the account by either party by contacting customer service at the phone number below.

Tenants signature \_\_\_\_\_ Date \_\_\_\_\_

### Third-Party Information

Name \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Third-Party signature \_\_\_\_\_ Date \_\_\_\_\_

**This request will not be accepted without both party's signatures.** We will make every effort to send a copy of the disconnection notice to the party specified. We are not responsible if the Third-Party fails to receive or act upon the notice.

\*Redwood Electric Cooperative is not liable for property damage that may result from disconnection of a tenant's utility services.