



New Occupant Confirmation Form SFE ENERGY

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Mail: Switch Hold Team/Ops Team
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Dallas, TX 75373-3971

Important: New Occupant form must be accompanied by at least **one** of the following documents:

- (1) Copy of Current Signed Lease by All Parties
- (2) Notarized Affidavit of Landlord
- (3) Closing Documents (Closing Statement signed by buyer and seller; Deed filed by county clerk noting street name and house number)
- (4) Certificate of Occupancy Indicating New Occupant or
- (5) Bill for natural gas/propane, water/sewer, electric, or cable/internet in Customer's name dated within last two months from a different Premise (cell phone invoices are not accepted)

All fields must be completed for valid submission

ESI ID (Electric Service Identifier) Number*: _____

*To be completed by submitting Retail Electric Provider (REP)

Service Address: _____

City, State, Zip Code: _____

Occupancy Date: _____

New Occupant Name: _____

Mailing Address: _____

City, State, Zip Code: _____

Telephone Number: _____

AUTHORIZATION

I affirm that I am a new occupant to the above Service Address and I am not associated with the preceding occupant.

(Signature)

(Date)

(Name)