

# Third Party Notification Form



Please complete **both** portions of this form and return to Colorado Springs Utilities if you want a specific third person to be notified in the event of possible discontinuance of your utility service **for non-payment**.

To be valid, the form must be signed by the customer (or his/her legal representative) **AND** by the third party to be notified. This will authorize Colorado Springs Utilities to send a duplicate notice of discontinuance to the named third party.

## Customer Information

Account Number \_\_\_\_\_

Name \_\_\_\_\_

Street Address \_\_\_\_\_

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

Telephone Number \_\_\_\_\_

## Third Party Information

Name \_\_\_\_\_

Street Address \_\_\_\_\_

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

Telephone Number \_\_\_\_\_

Relationship to Customer \_\_\_\_\_

Signature of Customer \_\_\_\_\_ Date \_\_\_\_\_

Signature of Third Party \_\_\_\_\_ Date \_\_\_\_\_

## Return completed form to:

**Colorado Springs Utilities  
Customer Service Center  
111 S. Cascade Ave.  
P.O. Box 1103, Mail Code 1025  
Colorado Springs, CO 80947 - 1025**