Print and fax to the Customer Service Department at 256-552-1416

Fax to the attention of: _____

A phone number where you can be reached: _____

Fax number where we can fax information back to you: _____

Document(s) Required:
1. Certificate of Occupancy from the Building Department. (Phone # 256-341-4570)
2. Lease or proof of ownership of the building.
3. A Letter of Authorization, on company letterhead, giving your representative authority to enter into legal contracts or incur debts in the company name. The company representative must have identification, a federal/state tax ID # **or** letter of incorporation.

Deposit Requirements:
1. Existing company (current DU Customer) with an acceptable payment record (no more than 1 late payment and no cuts within past 12 months) will be required to post a deposit in the amount of one month of the expected usage to include all utilities. Unacceptable payment record will require a two month usage deposit.
2. New companies to the DU system will be required to post a deposit for two months of the expected load usage for all utilities.

Deposit Options:
1. *Cash Deposit* – A two-month deposit will earn interest based on the 1 year Treasury Bill Rate.
2. *Surety Bond* - Requires a 60-day notice of termination with DU listed as a covered account.
3. *Irrevocable Letter of Credit* – Requires DU listed as a covered account. Requires an automatic renewal clause with a 90-day notice of termination.
4. *Bank Deposit Agreement* - A joint account that maintains a balance that meets deposit requirements and has DU listed as a covered account.

Your required deposit is _____ DU Contact & #: _____

1.	Business Name:	
2.	Federal Tax ID Number:	
3.	Service Address:	
4.	Mailing Address:	
5.	Contact's Name:	
6.	Contact's Title:	
7.	Contact's Social Security Number, if no Federal Tax ID Number:	
8.	Contact's Driver's License Number & State:	
9.	Business Phone Number:	
10.	Date service is to begin:	
11.	E-mail Address:	
12.	Contact's Signature:	Date: