

WILLIS POWER
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Your energy partner of choice

4 Simple steps:

1. Insert your Company name and Address where indicated at the start of the document. Insert your Company name where indicated towards the bottom of the document.
2. Print out onto your Company Letterhead.
3. Date, Sign and Print Name on the document where indicated.
4. Email to willispower@materialmattersltd.com or alternatively fax to 01252 601201.

[COMPANY HEADED PAPER]

Letter of Authority

Utility Supply Contracts

Date : ____/____/____

To whom it may concern,

Please accept this letter as authority for Material Matters Limited (in association with Online Direct Corporate) to act on our behalf regarding all issues related to the supply of electricity and gas for us, their client;

Company Name
Address

Material Matters Limited will be tendering to the market via Online Direct Corporate until further notice and are authorised to request invoices, billing, payment and debt information.

Material Matters Limited (in association with Online Direct Corporate) are also authorised to terminate existing contracts as required by serving notice on your company on our behalf for any current or future contracts in relation to the supply of electricity and/or gas, with such notices taking effect from the termination date within your relevant terms and conditions.

If required, Material Matters Limited will request and receive directly any billing, payment and debt information, care of their offices and be able to authorise any adjustments, refunds, billing or payment method changes on our behalf.

This authority is to remain in place for a period of 24 months from the date of this letter or such time as you are advised in writing to the contrary.

For the avoidance of doubt this letter does **NOT** authorise Material Matters Limited or Online Direct Corporate to enter into new supply agreements, commit to or sign anything on our behalf. All such agreements must be signed by a duly authorised representative of (**Company Name**).

Yours faithfully

Signed : _____

Print Name : _____