



# **ERCOT Retail Market Guide**

## **Section 9: Appendices**

### **Appendix J2: New Occupant Statement**

**October 8, 2021**

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## Appendix J2

### New Occupant Statement

**Note:** New Occupant Statement must be accompanied by at least one of the following documents:

- 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);
- Copy of current signed lease by all parties;
- Notarized affidavit of landlord;
- Closing documents (Closing Statement signed by buyer and seller; Deed filed by county clerk noting street name and house number); or
- Certificate of occupancy indicating new occupant.

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**All fields must be completed for valid submission.**

Electric Service Identifier (ESI ID) 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 \_\_\_\_\_

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### 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)