



**Reliant – All Service Areas  
BUILDERS PERMANENT METER MOVE-OUT REQUEST FORM**

**EMAIL TO: BMFTransactions@reliant.com**

**January 1, 2021 - March 31, 2021**

**\* Required**

* Business Entity Name (Customer Name)
* Billing Address
* Email Address

* Contact Name
* Contact Telephone

*Incomplete requests will be returned to sender for additional information*

* STREET NUMBER	* STREET NAME	* CITY	* ZIP CODE	* REQUESTED MOVE-OUT DATE

**The Requested Move-Out Date field must be completed with an actual date or "ASAP". All requests marked as "ASAP" will be worked immediately, all other requests will be worked according to the date requested. By signing below, you are authorizing Reliant Business Services to initiate move-out requests for the above mentioned properties.**

* Requestor's Signature	* Date
* Requestor's Printed Name	Title

For more information about this request, contact [BMFTransactions@reliant.com](mailto:BMFTransactions@reliant.com) or call our Customer Care Line at 1-800-716-6543. Our Representatives are available to assist you Monday – Friday from 7:00 am to 7:00 pm.

**CUSTOMER: PLEASE RETAIN A COPY OF THIS REQUEST FOR YOUR RECORDS  
INCOMPLETE REQUESTS WILL BE RETURNED TO SENDER FOR ADDITIONAL INFORMATION**