

Template Drop Letter

Dear [RCPNT NAME],

The following electric generation supplier has elected to end its contract with you on [DATE]. Please call them if you have questions about this decision.

[SUPPLIER NAME]
[NUM SUPPLIER ADDR 1]
[SUPPLIER ADDR 2]
[SUPPLIER PHONE]

If you would like to shop for a new electric generation supplier, visit www.papowerswitch.com. There you can find a list of participating suppliers in your area and your current price to compare.

If you choose an alternate supplier, you must contact them and provide your 20-digit customer number above. [OPERATING COMPANY] will send you a letter confirming this decision. If you do not choose an alternate supplier, [OPERATING COMPANY] will provide your electric generation service beginning after [DATE]. Regardless of whether or not you choose a supplier, [OPERATING COMPANY] will continue to provide safe, reliable service and respond to outages.

Please remember that residential and small commercial customers who fail to pay for generation service provided by an electric generation supplier and billed by [OPERATING COMPANY] may have their service terminated.

If you have any questions, call our Retail Choice Center at 1-888-478-2300, Monday through Friday, 8 a.m. to 6 p.m.

Sincerely,

[OPERATING COMPANY]