

6/25/84  
Amended 10/25/10  
Amended 5/21/12  
Amended 1/26/15

POLK-BURNETT ELECTRIC COOPERATIVE

Policy No.: **M-30**

Subject: **Third Party Disconnect Notice**

Objective: To give property owners of rental premises the opportunity to connect service in the owner's name in order to maintain electric service to their rental premises in the event a tenant fails to pay the electric bill.

Policy: It is the responsibility of the property owner to notify Polk-Burnett of the status of a location, and maintain contact information in the event Polk-Burnett needs to contact a property owner.

Polk-Burnett will attempt to notify the owner of rental premises to which the cooperative has disconnected service to give the owner the opportunity to connect service in the owner's name.

When a tenant enrolls in the prepay program, Polk-Burnett will attempt to notify the owner of the premises and provide them with the prepay program details.

Polk-Burnett will attempt to notify the owner of the premises regardless of the fact that the tenant of the premises has signed the membership application for service to such premises and has assumed responsibility for payment for service.

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Edward O. Gullickson, President  
January 26, 2015