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Bhutan Power Corporation Limited
(An ISO 9001:2015, ISO 14001:2015 & OHSAS 18001:2007 Certified Company)
Registered Office, Thimphu
Distribution & Customer Services Department



Date:

Name of Electricity Supply Division:

FORM VIII - NOTIFICATION OF VACATION OF PLACE OF STAY
(BY A VACATING TENANT OR THE OWNER OF THE PREMISES)

The Manager

ESD

Sub: **Notification of Vacation of Place of Stay**

Dear Sir,

I/We would like to inform you that I, (name) holding Consumer No....., will be soon vacating my present place of occupancy. Therefore, you are requested to depute your representative to take final meter reading and prepare and present the final account for settlement.

Yours faithfully,

Owner of the Premises: Name and Signature

For BPC use only

Customer Details:

Final Reading: