



Priority Submetering Solutions, LLC
PO Box 95000-5990
Philadelphia, PA, 19195-5990
Phone: 1-855-318-2204
info@prioritymeter.com

Utility Submetering Move-Out Form

Please complete this form and send to: Email: info@prioritymeter.com,
OR Mail: PO Box 95000-5990, Philadelphia, PA, 19195-5990.

This form can also be completed and submitted online at www.prioritymeter.com/us/Moving.

Account Number*: _____	NOTE: All fields marked with an asterisk (*) are required.			
Primary Account Holder(s)*: Mr Mrs Miss Ms (Please Select)				
First Name*: _____ Middle Initial: _____ Last Name*: _____				
Mr Mrs Miss Ms (Please Select)				
First Name: _____ Middle Initial: _____ Last Name: _____				
Service Address (the Unit)*: (Street No. & Name)	Unit No.*	City*:	State*:	Zip Code*:
Primary Phone*:		Secondary Phone:		Email*:
Forwarding Address*: (Street No. & Name, Unit No.)		City*:	State*:	Zip Code*:
<i>Note: If a forwarding address is not provided, any applicable refunds will not be issued.</i>				
Date of Closing / Lease End Date*: _____ Month/Day/Year		New Owner Name (if available): _____		
Please Complete If You SOLD The Unit.*:				
Attorney/Title Insurance Co. Name:		Attorney/Title Insurance Co. Phone No:		
Please Complete If You Were RENTING The Unit (you did not own the Unit, but were leasing it)*:				
Owner/Landlord Name:		Owner/Landlord Phone No:		
<input type="checkbox"/> Owner*	Signature* _____	Date* _____	Month/Day/Year	
<input type="checkbox"/> Tenant* (if applicable)	Signature* _____	Date* _____	Month/Day/Year	

Priority Submetering Solutions, LLC (PRIORITY) Terms and Conditions

“PRIORITY” means Priority Submetering Solutions, LLC. “Customer” means the person(s) identified above who is/are receiving the submetering services described in this Agreement from PRIORITY. This Agreement is effective upon execution by the Customer and receipt and acceptance by PRIORITY (which acceptance may be evidenced by the commencement of services to the Customer).

<p>1. The Customer authorizes PRIORITY to collect and use, credit, financial and related personal information about the Customer. Other than to PRIORITY’s authorized service providers and parties that will provide PRIORITY with credit information, PRIORITY will not knowingly share this information with third parties without the Customer’s permission, other than a party to whom PRIORITY transfers, assigns, or encumbers this Agreement. PRIORITY may inquire about the Customer’s credit history and, if necessary, use the personal information the Customer has provided to PRIORITY to do so. The Customer acknowledges that it is accepting PRIORITY’s Privacy Policy and is bound by PRIORITY’s Conditions of Service, both which can be found on PRIORITY’s website at www.prioritymeter.com.</p> <p>2. The Customer agrees to pay all then current amounts for the supply of submetering services to the unit and any related fees and charges for metering, billing, administration and other matters, as described in PRIORITY’s Conditions of Service, which can be found on PRIORITY’s website, at www.prioritymeter.com and/or in PRIORITY’s Utility Reading, Sub-Metering and Billing Services Agreement with the owner of the building, which may be obtained from the building owner or property management company. All bills are due on the date indicated. If the Customer’s account remains unpaid after the due date indicated, an administrative fee will be charged for costs of collection.</p> <p>3. The amounts charged by PRIORITY for submetering, billing and related services are as set out in its Conditions of Service and/or PRIORITY’s Utility Reading, Sub-Metering and Billing Services Agreement with the owner of the building, and these amounts may change from time to time.</p> <p>4. The Customer will be subject to PRIORITY’s Security Deposit policy, and PRIORITY’s policies related to late payments, which includes PRIORITY’s disconnection rights. These policies are set out in PRIORITY’s Conditions of Service. In the event that the Customer is disconnected for non-payment, PRIORITY shall not be liable to the Customer for any claims relating to the disconnection of services, including but not limited to claims related to damage on the Customer’s premises resulting from the disconnection of service.</p> <p>5. All accounts with PRIORITY for a unit within a building must be originally set up in the unit owner’s name. Should a unit owner wish to lease/rent the unit PRIORITY will, upon the unit owner’s request, issue a final bill to the unit owner and add the tenant’s name to the account (if permitted by property management). In that circumstance, the tenant will be required to sign an Agreement with PRIORITY in the same form as the unit owner has signed. An account setup fee will be billed upon original setup of the account and when setting up a new tenant account or new unit owner/landlord account. The unit owner/landlord’s name will not appear under the tenant’s account and the unit owner/landlord will not be held responsible for any unpaid balances under the previous tenant or unit owner’s account. The unit owner name must always remain on the original account for the unit, until a new unit owner is established. The Customer acknowledges and agrees that if the Customer is the unit owner and there is no new tenant as of the move-out date specified in the Move-Out Form, the account will revert back to the unit owner’s/landlord’s name.</p>	<p>6. A Customer who wishes to cancel their account with PRIORITY must provide PRIORITY with a fully-executed Move-Out Form. The Move-Out Form must be provided five (5) business days before the date of closing, or lease end date. In the case of a tenant, if there is no new tenant as of the move-out date or when the unit is vacated, the account will revert back to the unit owner/landlord. The Customer must notify PRIORITY at least five (5) business days before the Customer’s final move out date, in order for PRIORITY to arrange for a final meter reading and to transfer the account to a new unit owner or tenant. The Customer is responsible for payment of its final account, including any arrears.</p> <p>7. The Customer acknowledges that the Customer is responsible for notifying PRIORITY in writing of any person or persons requiring uninterrupted electricity, gas and/or any other utility PRIORITY sub-meters or bills at the Customer’s unit for the purposes of life support, lifesaving and/or medical purposes, and/or any other legally protected reason, as applicable.</p> <p>8. PRIORITY will not be responsible to the Customer or any other party for any claim(s), loss or damage resulting from any disruption in the supply of a utility, or variation in voltage, pressure, quality or frequency.</p> <p>9. Neither PRIORITY nor the Customer will be in default of its obligations to the other party during any period where performance of such obligations is prevented by conditions beyond the control of the party (force majeure).</p> <p>10. The Customer agrees, represents and warrants that the terms and conditions of this Agreement are binding upon the Customer’s administrators, executors, heirs, successors and assigns. This Agreement shall be governed by and construed in accordance with the laws of the state that the unit is located in. This Agreement sets forth the entire agreement between the parties relating to the subject matter contained herein and may not be modified or amended, except by agreement in writing between the parties.</p> <p>11. Should PRIORITY discover at any point that the Sub-Meter System or any part thereof, as defined in PRIORITY’s Utility Reading and Submetering Agreement with the building owner, is reading incorrectly for any reason whatsoever, PRIORITY retains the right to bill the Customer an adjusted amount based upon PRIORITY’s best estimate of the utility consumed for the period in question.</p>
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