

**SIMPLY COPY AND PASTE THE INFORMATION BELOW ONTO YOUR COMPANY LETTERHEAD.**

Monday, March 28, 2011

EDF Energy  
SME Sales Team  
EDF Energy Freepost RRYZ-BRTT-CBJS  
Osprey House, Osprey Road  
Exeter  
EX2 7WN

Dear Sirs

**MPAN:** insert YOUR MPAN or MPANs here

The MPAN numbers above are under contract with you at present. Please note that I hereby give my required termination notice period as set out in accordance with my terms and conditions, which is to take effect at my Contract End Date.

Please can you kindly acknowledge receipt of this letter in writing by registered post?

Yours faithfully

**SIGN AND INSERT YOUR NAME AND POSITION**