



Consumers Energy Consent Form

This letter is a formal request for a Third Party or Agent to be authorized on your account(s)/property.

Authorized Third Party Name or Authorized Agent Company Name:
<i>* If Organization, complete this field when authorizing specific employees only. IMPORTANT - If left blank, all employees of the company will be authorized.</i>
Mailing address:
Phone number:

This form authorizes the approved Third Party or Agent to (Please select all that apply):

- ☐ Discuss/review my account(s) billing and payment information
- ☐ Construction Billing related to New Service or Upgrade requests/ Consumption Data
- ☐ Account changes/updates
- ☐ **Establish New Account(s) - Organization and Landlord Portal Customers Only**
 - o **Consumers Energy Landlord Portal:** Allows landlords to start or stop services.
 - o **Residential Landlords:** Can use this form to approve a third party to manage the start or stop of services in compliance with FACTA requirements only through our landlord portal.
 - o **NOTE:** The Fair and Accurate Credit Transaction Act (FACTA) requires any telephone call to start new service for a customer without a Tax Identification Number (TIN) or Employer Identification Number (EIN) to be completed by the customer of record or authorized Power of Attorney (POA) **only**.

Authorizing this form provides consent to the approved third party from the date on this form up to 5 years, whether the account is active or inactive, or until a specified date _____ (**must be less than 5 years**).

- ☐ I authorize the approved third party on all accounts – including inactive, active, and future accounts.
- OR
- ☐ I authorize the approved third party for the accounts listed.

Paper form - (attach list if needed)

ACCOUNT NUMBER AND/OR SERVICE ADDRESS	ACCOUNT NUMBER AND/OR SERVICE ADDRESS

TO BE COMPLETED BY CUSTOMER OF RECORD OR BUSINESS OWNER	
Signature:	Printed Name:
Date:	
If Organization, Legal Business Name and Tax ID:	Title:
E-Mail Address:	Telephone Number(s):

This authorization is effective the date this form is processed. The Customer of Record or the Organization is responsible to revoke authorization to the approved third party if changes are required prior to the expiration date approved on this form. A revocation can be completed at [Revocation of Consumers Energy Consent Form | Consumers Energy](#)

Return completed form to:

- Email: csincomingcustomerfaxes@cmsenergy.com
- Mail: Consumers Energy, Attn: Account Consent Form, 4000 Clay Avenue SW, Grand Rapids, MI 49548-3017
- Fax: 800-363-4806