



## Consumers Energy Retail Open Access Notice of Customer Return to Full Service Form

To ensure accurate information is received, proper completion of this form and submittal to Consumers Energy will provide notice of the identified Customer's intention to return to Full Service. Consumers Energy must receive this notice at least two business days prior to the desired date of return to Full Service.

Please fill out the form below ensuring that all sections are complete and accurate. Upon completion, email to [ecc@cmsenergy.com](mailto:ecc@cmsenergy.com) or send via U.S. mail to Consumers Energy Electric Customer Choice Department, 4000 Clay Avenue SW, Grand Rapids, MI 49548-3017.

PART 1 – CUSTOMER INFORMATION					
Customer/Company Name					
Address	City	State	ZIP		
PART 2 – CUSTOMER AUTHORIZATION					
<b>I, the undersigned, am duly authorized to make changes to the above indicated electric Customer's account and hereby authorize and provide notice to Consumers Energy to return my accounts to Full Service on the date of the month/year specified below.</b>					
Account Number and POD ID	Account Name	Service Address	City	State	Returning Date
Name of Authorized Person ( <b>PLEASE PRINT</b> )			Customer/Company Name		
Authorized Signature			Title/Position (if applicable)		
Customer Telephone Number			Today's Date		
E-Mail Address					

Please note:

1. Submission of this form commits the Customer to return to Consumers Energy Full Service rates on the date specified.
2. Failure to fill in all boxes will result in rejection of your notice, and the form being returned to you by email or U.S. mail.
3. We encourage you to review your alternate electric supplier contract terms and conditions as you consider your decision. Consumers Energy has no obligation to verify that a ROA Customer is eligible to terminate service under the terms of a contract with a Retailer.
4. The Return to Full Service Notice Provision is governed by the Consumers Energy Retail Open Access (ROA) rules, specifically, tariff section E.2.5.
5. We recommend keeping a copy of this documentation for your records.
6. Consumers Energy will acknowledge receipt of your submitted notice form and notify your Retailer.