



NWE Internal Use Only	
Customer #	_____
Internal #	_____

If you wish to have NorthWestern Energy release account information to another party on a one-time basis only, please fill out the information below. ***Please be sure to sign, date, and complete ID Information.***

ONE TIME RELEASE OF INFORMATION

I, _____, authorize NorthWestern Energy to release the following
*NorthWestern Energy Customer Name/Authorized Agent (please print)

Information to _____,
*Recipients Name (please print) *Mailing Address

_____ for the account(s)/service address(es) listed below.

*Information to be Released:
(please check the appropriate box - All information released includes Customer/Account Name - Acct # - Service Address)

- Usage Information - List dates within last 24 months:
From _____ To _____
- Billing Information - payments/monies owing
- Letter of Credit Reference
- Other Information as listed: _____

ACCOUNT NAME: _____

Select one of the options below:

All Accounts or Specific Account Number(s): _____

list specific account #(s)

or Specific Service Addresses:
(if account # unknown)

list specific service address(es)

(*Signature of NWE Customer/Authorized Agent) (Printed Name & Business Title) (Date)
(If Applicable)

Phone #: _____

*Required to list one form of Account ID Information: _____

*(circle ID Type) Social Security # Federal Tax ID # Date of Birth State ID # Driver's License #

NOTE: Some of the information requested in this form is considered "sensitive Personally Identifiable Information (PII)". Completed forms must be stored in an access-controlled environment. Once the form has been approved for destruction it must be shredded. Refer to the Records Management Policy for additional information regarding PII.