



## **TRUCKEE DONNER PUBLIC UTILITY DISTRICT THIRD PARTY NOTIFICATION PROGRAM**

Truckee Donner PUD offers a third party notification program which can help prevent an unexpected disconnection of your electric/water service by assigning a third party to be notified in the event your account is in arrears. This program is designed to help customers who intend to pay their bills, but due to circumstances beyond their control, are unable to do so.

Under this program, when delinquent and cutoff notices are mailed to you, a copy of the notices will also be mailed to your designated third party. This person can then remind you to pay the bill and avoid a possible disconnection of the electric/water service.

Though designed to help the sick, elderly, or dependent adults, the program is open to anyone. The designated third party is under no obligation to pay the bill or to assume responsibility for its payment. Unless they have been authorized by you, this person will not be given further information on the account beyond this notification, nor will they be able to make arrangements or changes to the account. This person is notified so that he or she is aware of the status of the electric/water bill and can assist you as needed.

For customers who request the third party notification, the attached application form must be completed and signed by you and the person selected to receive the notification. The third party does not need to be a customer of Truckee Donner PUD.

Phone numbers and e-mail addresses are important. Should a 48 Hour Notice of Termination be issued, the District will make a courtesy phone call or send an e-mail to you and to your designee.

If you wish to sign up for the third party notification, please complete the attached application form. Remember that we cannot implement the program without signatures from both parties.

Please mail the completed form to Truckee Donner PUD, 11570 Donner Pass Rd, Truckee, CA 96161 or it may be faxed to (530) 550-1968.

If you have questions regarding this program, please contact:

Lauren Schaake-Hudson  
Customer Services Manager  
(530) 582-3921  
[laurenschaake@tdpud.org](mailto:laurenschaake@tdpud.org)

or Regina Wise  
Billing Supervisor  
(530) 582-3959  
[reginawise@tdpud.org](mailto:reginawise@tdpud.org)

**TRUCKEE DONNER PUBLIC UTILITY DISTRICT**  
**Third Party Notification Application**

Name \_\_\_\_\_  
*(Please print as it appears on your electric bill)*

Account Number(s) \_\_\_\_\_

Service Address \_\_\_\_\_

Home Phone # \_\_\_\_\_ Work # \_\_\_\_\_ Cell # \_\_\_\_\_

E-Mail Address \_\_\_\_\_

I hereby authorize Truckee Donner PUD to send a copy of the delinquent and cutoff notices to the below named third party. I understand that this person is under no obligation to pay the bill or to assume responsibility for its payments.

Customer's Signature (Required): \_\_\_\_\_

Date \_\_\_\_\_

**Print name of person you wish to receive delinquent notices:**

Name \_\_\_\_\_ Relationship \_\_\_\_\_

Mail Address \_\_\_\_\_

City / State / Zip \_\_\_\_\_

Home Phone # \_\_\_\_\_ Work # \_\_\_\_\_ Cell # \_\_\_\_\_

E-Mail Address \_\_\_\_\_

I hereby authorize Truckee Donner PUD to send me a copy of delinquent and cutoff notices for the above-mentioned customer. I understand that I am under no obligation to pay the customer's bill or assume responsibility for its payments.

Third Party Signature (Required): \_\_\_\_\_

Date \_\_\_\_\_