

## Identity Verification Form

Upon request by Dominion Energy, this form must be completed to validate an individual's identity in connection with establishing or maintaining a utility account with Dominion Energy.

### Section I

I, \_\_\_\_\_, the undersigned, do hereby state and declare the following:

*Printed Name*

This Identity Verification Form concerns utility service at the following service location:

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Contact Phone #: \_\_\_\_\_

I understand that knowingly making any false or fraudulent statement or representation may constitute a violation of federal, state, or local criminal statutes, and may result in imposition of a fine or imprisonment or both.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### Section II (To be completed by a Notary)

State: \_\_\_\_\_ County: \_\_\_\_\_

I do hereby certify that \_\_\_\_\_ personally appeared before me this day and is known to me (or satisfactorily proven) to be the person whose name is subscribed to the within instrument, and acknowledged that he/she executed the same for the purposes therein contained.

WITNESS my hand and official seal this \_\_\_\_ day of \_\_\_\_\_ in the year 20\_\_\_\_.

My commission expires: \_\_\_\_\_

\_\_\_\_\_  
*Notary Printed Name*

\_\_\_\_\_  
*Notary Signature*

This Identity Verification Form was completed by a notary at the following address:

Notary Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

## **Identity Verification Form Instructions**

Instructions for Applicant:

In order to receive service from Dominion Energy, this Identity Verification Form must be completed.

**Service will not be provided until the completed form is received by Dominion Energy.**

1. Complete all fields in Section I.
2. Present yourself to a licensed Notary.
3. Have the licensed notary complete Section II (Request an ink notary stamp). The name and address should be the location at which the notary can be contacted. (For example - XYZ Bank, 123 Main Street, Raleigh NC 28212 or Notary's home address).
4. Return the completed and notarized Identity Verification Form using one of these methods:
  - Fax: 1-803-617-0594
  - Email: [NCContactus@DominionEnergyNC.com](mailto:NCContactus@DominionEnergyNC.com)
  - Mail: Dominion Energy North Carolina  
MC: N04  
PO Box 1398  
Gastonia NC 28053
5. Once received, Dominion Energy may contact you if necessary at the Contact Number provided in Section I on the Identity Verification Form to complete the application process. Otherwise, your request will be completed as requested.
6. If you have any questions, please call us at 1-877-776-2427 Monday through Friday from 7am to 7pm. Our Customer Service Representatives are available to assist you.