

**Annexure -1**

**Application form - New Connection (Low Tension Service):**

1	Name of the Applicant/Organization:	
2	Name of father / husband / Director / Partner / Trustee	
3	Address:	
(a)	For communication	House/Plot/Premise no.
		Street
		Area/Colony
		District
		Telephone No.:
(b)	Where the new connection is applied for existing connection is required to be shifted	House/Plot/Premise no.
		Street
		Area/Colony
		District
	(Indicate landmarks to identify the location)	
4	Plot size:                                  sq. feet	Covered area:                                  sq. feet
5	Category of Supply: (list of categories attached)	
6	Purpose of Supply:	
7	Total Load applied for (in kW):	
8	Type of Supply (Permanent / Temporary):	
8(a)	If Temporary supply, specify period of requirement:	From (date):
		To (date):
9	Please indicate whether you want to carry out the works of laying service line and/or dedicated distribution facility for the electricity supply requisitioned (Yes/No)	
10	Please indicate whether you want to install your own CEA approved meter (Yes/No)	
11	List of documents attached:	
(a)	Photograph affixed on application form (Yes / No)	
(b)	Identity Proof submitted along with this application form:	
	If Applicant is a person (Tick any one)	<ul style="list-style-type: none"> <li>(i) Electoral identity card;</li> <li>(ii) Passport;</li> <li>(iii) Driving license;</li> <li>(v) Photo identity card issued by Government agency;</li> <li>(vi) PAN card;</li> <li>(vii) Certificate from village Pradhan / Patwari / Lekhpal / village level worker/ village chowkidar/ Primary school</li> </ul>

		teacher/ in-charge of primary health center etc. (viii)Aadhar Card
	If Applicant is an organization (Tick any one)	Signature of competent authority (e.g. Branch Manager, Principal, Executive Engineer etc.) along with relevant resolution/authority letter of the institution concerned
(c)	Proof of ownership or occupancy of premises for which electricity connection is required (Tick any one)	<p>(i) Copy of sale deed or lease deed or in the case of agricultural connections a copy of khasra / khatauni / khata nakal</p> <p>(ii) Registered General Power of Attorney;</p> <p>(iii) Municipal tax receipt or Demand notice or other related document;</p> <p>(iv) Letter of allotment;</p> <p>(v) Copy of the house registration certificate issued by the Panchayath/ownership certificate issued by Revenue Authorities</p> <p>(vi) Any other ownership related document issued by local Government Authority</p> <p>(vii) An applicant who is not an owner but an occupier of the premises shall along with any one of the documents listed at (i) to (vi) above also furnish a no objection certificate from owner of the premises;</p> <p>Provided that where an applicant, who is a lawful occupier of the premises, is a tenant or a leaseholder and is unable to produce the No Objection Certificate from owner for obtaining a connection, a separate Indemnity Bond shall be executed in favour of the distribution Licensee in the form prescribed by the distribution Licensee.</p> <p>(viii) For bonafide consumers residing in JJ clusters or in other areas with no specific municipal address, the Licensee may accept either ration card or electoral identity card mandatorily having the same address as a proof of occupancy of the premises only for the purpose of releasing electricity connection.</p>

		Provided that if the Applicant is an individual, the Applicant has to be Indian Citizen for availing new electrical service connection.
(d)	Proof of current address <b>(Tick any one)</b>	(i) Electoral identity card; (ii) Passport; (iii) Driving license; (iv) Ration card; (v) Photo identity card issued by any Government agency; (vi) Statement of running Bank Account; (vii) Water / Telephone / Electricity / Gas connection Bill; (viii) Income Tax assessment order / Aadhar Card
(e)	Any other document as applicable (Please Specify)	
12	Any electricity dues outstanding in Licensee's area of operation in consumer's name: Yes/ No	
13	Any electricity dues outstanding for the premises for which connection applied for: Yes/ No	
14	Any electricity dues outstanding with the Licensee against any firm with which the consumer is associated as an Owner, Partner, Director or Managing Director: Yes/ No	
<b>(For questions 12, 13 &amp; 14 if the answer is 'Yes' in any case please provide details on a separate sheet)</b>		

I / We hereby declare that

- a) The information provided in this application is true to my knowledge.
- b) I / We have read the Joint Electricity Regulatory Commission (JERC) Supply Code Regulations 2018 and agree to abide by the conditions mentioned therein
- c) I / We will deposit electricity dues, every month, as per the applicable electricity tariff and other charges.
- d) I / We will own the responsibility of security and safety of the meter, cut-out and the installation thereafter.
- e) I / We further agree that the connection given to me/us is only for availing electricity during my occupancy and shall not be used in any way to show ownership of premises.

Date:

Signature of the consumer/ Authorized Signatory

Place:

Name:

Contact No:

E mail-Id:

**Note:** Apart from documents for identity proof, proof of ownership/occupancy of premises and proof of current address, the following documents shall be attached with the application form:

- (1) In case of a partnership firm -The applicant shall furnish the partnership deed and an authorization in the name of the applicant for signing the requisition form and agreement;
- (2) In case of Public and/or Private limited Company-The applicant shall furnish a Memorandum and Articles of Association and Certificate of Incorporation along with Board Resolution for authorization in the name of the applicant for signing the requisition form and agreement;
- (3) Other documents applicable only for select consumer categories:
  - a) Industrial consumers: Valid Industrial License, if applicable
  - b) Agricultural consumers: No Objection Certificate from competent government authority for tube wells, if required
  - c) Non-Domestic Khokhas and Temporary Structure: No Objection Certificate for khokha or temporary structure from the nagar nigam / nagar palika / nagar panchayat / gram sabha / gram panchayat / land development authority / land owning agency

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**Acknowledgement**

Application of..... (name of applicant) .....

for..... (purpose) is hereby received on (date).

In this regard, the applicant is given a reference no... to be used for all future correspondence.

Signature/Seal of Licensee's Representative

Name and Designation:

**Declaration / Undertaking**

I, \_\_\_\_\_ Son / Daughter of..... Resident of \_\_\_\_\_ (hereinafter referred to as "Applicant", which term shall mean and include executors, administrators, successors and assigns), do hereby swear and declare as under:

**Or**

The..... a company incorporated under the provisions of the Companies Act, 1956/2013 having its registered office at... (hereinafter referred to as "Applicant", which expression shall, unless repugnant to the context or meaning thereof, include its successors and assigns), do hereby swear and declare as under:

THAT the Applicant is a lawful occupant of the premises at..... in support of which the Applicant has enclosed a proof of occupancy.

THAT the Applicant has requested the Licensee to provide a service connection at the above-mentioned premises in the Applicants name for the purpose mentioned in the application form.

THAT in furnishing the Declaration, the Applicant has clearly understood that should the above statements prove to be false or incorrect at any later stage, the Licensee shall have every right to disconnect supply to the Applicant without any notice and above right to adjust dues against Consumer Security Deposit.

THAT the Applicant hereby agrees and undertakes:

(1) To indemnify the Licensee against all proceedings, claims, demands, costs, damages, expenses that the Licensee may incur by reason of a fresh service connection given to the Applicant.

(2) That all Electrical Works done within the premises are as per Central Electricity Authority (Measures relating to Safety and Electricity Supply) Regulations, 2010 to the best of our knowledge and have been carried out by a licensed electrical contractor (in case the Applicant is an owner and wiring in the premises is new)

**Or**

That all Electrical Work done within the premises are as per Central Electricity Authority (Measures relating to Safety and Electricity Supply) Regulations, 2010 to the best of our knowledge (where application is for reconnection or Applicant is occupier of the premises)

(3) The Licensee is indemnified against any loss accrued to the applicant on this account. Further, Applicant agrees that if there is any harm/loss to the property of the Licensee due to the fault in Electrical work within the premises of Applicant, all the liabilities shall be borne by the Applicant.

- (4) To pay the electricity consumption bills and all other charges at the rates set out in the Licensee's Tariff Schedule and miscellaneous charges for supply as may be in force from time to time, regularly as and when the same becomes due for payment.
- (5) To deposit the additional consumption deposit as revised by the Licensee from time to time based on the consumption of the Applicant in preceding year.
- (6) To abide by the provisions of the Electricity Act, 2003, Electricity Supply Code, 2018 tariff orders and any other rules or regulations notified by the Commission, as applicable from time to time.
- (7) That Licensee shall be at liberty to adjust the electricity consumption charges along with any other charges against the Consumer Security Deposit paid by the Applicant, in the event of termination of the agreement prior to expiry of the contracted period or in case of any contractual default.
- (8) To be responsible for safe custody of Meters, CTs, Cables etc. provided by the Licensee and in case, there is any damage to equipment due to the reasons attributable to Applicant the same shall be chargeable to the Applicant. Further, all repercussions on account of breakage of seals of meters etc. or Direct/Dishonest Abstraction of energy shall be to the account of Applicant, as per the existing laws.
- (9) To allow clear and un-encumbered access to the meters for the purpose of meter reading and its checking etc.
- (10) That the Applicant would let the Licensee disconnect the Service connection under reference, in the event of any default, non-compliance of statutory provisions and in the event of a legally binding directive by Statutory Authority(ies) to effect such an order. This shall be without prejudice to any other rights of the Licensee including that of getting its payment as on the date of disconnection.
- (11) That the Licensee shall not be held responsible for any interruption or diminution of supply of Electricity.
- (12) All the above declaration given by the Applicant shall be construed to an Agreement between the Licensee and the Applicant.

Signature of the Applicant

Name of the applicant

Contact No. of Applicant

SIGNED AND DELIVERED

In presence of witness

Name of Witness