

INDIA POWER
Adding power to life



Application form to be used by LV&MV intending consumer/
a consumer requesting for supply/Additional Load/Reduction of Load
Shifting/Extension of Service/Change of Name/Changeover of Supply.

Name of the Applicant :

Nature of service required :

Consumer Number :

India Power Corporation Limited
Application Booklet Collection Points:

Central Office : Sanctoria, P.O.: Dishergarh. 713 333, Dist: Paschim Burdwan
P: (0341) 6600 452/454/455/456/457 F:(0341) 6600 464

Dishergarh Circle Office : P.O.: Sundarchak 713 360, Dist. Paschim Burdwan
P:(0341) 2510 624/626/447 F:(0341) 2455 478

Seebpore Circle Office : P.O.: Jamuriahat 713 336, Dist. Paschim Burdwan
P:(0341) 2510 624/626/447 F:(0341) 2455 478

Registered Office : Plot X-1, 2&3, Block EP, Sector V, Salt Lake City, Kolkata 700 091
P: +91 33 6609 4300/08/09/10 F: +91 33 6609 4320/4305.
E: corporate@indiapower.com W: www.indiapower.com

For Office Use (only)
 Received Date.....
 Consumer No.....

INDIA POWER
 Adding power to life



Annexure A

Application form to be used by LV&MV intending consumer/ a consumer requesting for supply/Additional Load/Reduction of Load Shifting/Extension of Service/Change of Name/Changeover of Supply.

To:

The Commercial Head
 India Power Corporation Limited

Sir,

- I / We hereby request for an inspection, of my / or premises address of which is given below, by your authorised representative, and preparation as also supply of an estimate by you to me /us, giving in requisite details of the expenditures to be borne by me / us in terms of the regulations made under section 46 of the Electricity Act, 2003, together with the deposit(s) to be made by me / us terms of the applicable Regulations for the purpose of getting new connection for supply of electricity at my/our premises at MV/LV having an expected connected load of..... KW/HP for domestic / Commercial / Industrial /.....(other purpose to be mentioned) purpose/extension of load of the existing service at my / our premises having Consumer No..... from.....KW/HP to.....KW/HP as estimated by my /our licensed electrical contractor / alteration of service, namely(Indicate the nature of alternation of service) as indicated in the attached hand drawn sketch (attached hand drawn sketch if required) ay my / our premises having Consumer No.....
- I/We am / are depositing herewith an earnest money of Rs.....Please adjust the earnest money with the amount that will be determined to be recoverable from me/us as reasonable expenditure under regulations made under section 46 of the Electricity Act, 2003 for providing new connection(s) / expenditure for extension of load /expenditure for alternation of service and requisite deposit(s) to be made by me/us under applicable Regulations. After making such adjustments, if any amount still remains outstanding, the same may be adjusted with my/our electricity consumption bill(s) or refunded to me /us.
- I/We hereby inform you that I/We am/are the owner(s) /occupier(s) of the premises and I/We enclose copy of documents establishing sufficient proof of my / our bonafide occupation of the premises (via.,Passport/VoterIdentity Card / Rent Bill/Rent Control Challan/Telephone Bill/Municipal or any other Tax Bill/any other documents issued by any Ministry or Department of Government showing his occupancy in the premises etc.)/ownership of the premises.
- I/We hereby inform you that I/We intend to take meter on rental basis or by purchasing the meter through depositing the cost of the meter.
- I/We hereby further declare that there is no other service connection/line live or disconnected, given/was given by you in my /our name(s) in the premises for which the new service connection is being applied for.
- I/We hereby further declare that I/We have service connection in my /our name(s) in the premises at.....(address of the premises) where electricity is supplied by you and that there is no outstanding dues in respect of that service connection. The full address of my/our premises, which will be inspected by you for the aforesaid purpose, Telephone No/important land mark (if any) and nearest pole no. (if available) are given below.

Applicant Signature

Date

Address:

Important Landmark:

Nearest pole No. (if available) :

Yours faithfully,

Telephone No. :

Identification Type:

Witness (1)	Witness (2)
Name :	Name :
Address	Address
Identification Type	Identification Type
Signature	Signature

Note :

- 1) Please strike out inapplicable items :
- 2) Please attach, if possible, a small sketch (not to scale) indicating the location of the premisses
- 3) EMD for Industrial Purpose Rs 2000/-, 2) For Commercial Purpose for contract demand 10kVA & above Rs 1000/-
3) For purpose other than 1 and 2 Rs 200/- (Application form without EMD Shall not be accepted)
- 4) Earnest money will be accepted through Banker's cheque or Draft of Cash only.
- 5) I/ we understand that for online application in place of my/our signature(s) and signature(s) witness(s), as appearing in this form, my/our or the witness, Land lord, Unique Identification Nos of Voter Identity Card / Aadhaar Card/ Driving License / Passport may be used. I/we undertake that each of such Unique Identification Nos is genuine and I/we indemnify and keep the License indemnify against any claim etc. arising out such Unique Identification Numbers in place of respective signatures and or the statements made in the said form. I/we understand that in case there in any dispute in this regard and / or any statement made in application the supply will be liable to be disconnected.
- 6) Kindly fill 1) Annexure A first, 2) after receipt of Estimate Please complete Annexure B along with way Leave, attachment etc.

Applicant Signature

Date

For Office Use (only)

Received Date.....
Consumer No.....



Annexure B

Application form to be used by LV&MV intending consumer/ a consumer requesting for supply/Additional Load/Reduction of Load Shifting/Extension of Service/Change of Name/Changeover of Supply.

Note : Intending consumers are requested to fill and sign this form clearly and legibly. please strike out words or clauses which are not applicable.

I/We hereby submit application for :

- New Connection Additional Load Reduction of Load
 Change of Name Shifting Changeover of Supply

Affix a Passport size Photograph and sign across

1. Applicant Name Mr. / Mrs. /Ms.
(In Block Letters)

_____ First Name

Occupation/Designation

Address at which the supply is required
Flat No./Building Name

Lane/Street

Landmark

Town/City/District

Area of Premises

_____ Sq.mtr Pin _____

Landline No.

_____ _____ **Mobile No.**

E-mail

Bank Account No.

Bank Name / Branch

Existing Consumer A/ct No.

_____ **Meter No.** _____

Type of Premises (tick as applicable)

- Owned Rented Lease Other (Specify) _____

Category of Premises (tick as applicable)

- Multistoried Bldg Flats Bungalows Other (Specify) _____

Applicant Signature _____

Date _____

In case of premises on Rent or Lease or not owned by applicant or in case of change of Name,

Name of the Owner/Name
as per current Record

Present Address

Flat No. /Building Name

Lane/Street/Road

Phone No.

Mobile No.

Email ID

PAN No.

City/District/Town

Pin

1. 2.1 Requirement for (Please tick appropriate box):

Residential

Commercial

Non Commercial Educational

Others (LV/MV) Specify _____

2.2 Details of the Apparatus

	No. of Equipments	No. of Points	Wattage of each	Voltage	Total Wattage
a. Incandescent Lamp					
b. CFLs Lamp					
c. Fluorescent Lamp					
d. LED Lamps					
e. Fans					
f. Refrigerator					
g. Geysers					
h. Air Conditioner					
i. Water Motors					
j. Television					
k. Ovens/Microwaves					
l. Washing Machine					
m. Mixer Grinder Machine					
n. Electric Audio/Video System					
o. other.....(+)					
p. Plug -5/15/30 Amp					

Total No. of Points

Total Wattage

 kW

Contract Demand

 kVA

Total

(In case of any other apparatus attach a separate sheet with specific Wattage)

Applicant Signature

Date

Central Office : Sanctoris, Dishergarh, Pashchim Burdwan 713 333, Phone No. 0341 6600459/454/455, Fax : 0341 660 0464
Registered Office : Plot No. X-1, 2 & 3, Block EP, Sector-V, Salt Lake City, Kolkata 700 091, Phone No. 033 6609 4308-10, Fax 2357 7546
Visit us at www.indiapower.com

3. The wiring is carried out/certified by the following Licensed Electric Contractor

Name _____	Rubber Stamp
Address _____	
Tel. No. _____	
E-mail _____	

License No. Valid Up to

Valid Up to

4. Applicant's Present address for Correspondence

Flat No./Building Name	_____	
Lane/Street	_____	
Phone No.	_____	Mobile No. _____
Email ID	_____	
City/Town/District	_____	Pin _____

5. For Consumers already Connected

Present Category of Load

Domestic Commercial Others (Specify)

Consumer No. _____

5.1 For Changeover of Supply

Meter No. _____ CA _____
No. _____

The Meter will be provided by

Existing Distribution Licensee New Distribution Licensee

5.2 For Extension/Reduction of Load under Existing Service

Reduction Addition

Newly Connected/Applied Load _____ (KVA)

Present sanctioned Load _____

Applicant Signature

Date

5.3 For Alteration of Services

Nature of Alteration

Category Phase Shifting* Others (Specify) _____

Consumer No. _____

*Note : Rough Sketch is to be compulsorily attached

6.6.1 Earnest Money Deposit (EMD)

Being Paid by Cash Pay Order Pay Order No. _____

Bank _____ Amount _____

"1) For Industrial Purpose Rs. 2000/-, 2) For Commercial Purpose for contract demand 10kVA & above Rs. 1000/- 3) For Purposes other than 1 and 2 Rs. 200/- (Application form without EMD Shall not be accepted)

7. Agree to download Electricity Bill from website : Yes: No: (Applicant opting for download will not received physical Bill)

Terms & Conditions

The Applicant do hereby declare and agree :

1. That the Applicant is a lawful occupant fo the above mentioned premises in support of which the Applicant has enclosed proof of occupancy such as Passport/Voter Identity Card/Rent Bill /Rent Control Challan/Telephone Bill/Municipal or any other Tax Bill/any other documents issued by any Ministry or Department of Government Showing his occupancy in the premises etc.
2. That the Applicant's has requested to provided a service connection at the above mentioned premises in the Applicant's/ Consumer's name for the purpose mentioned in the Application Form.
3. That the Applicant declares that he has clearly understood that any of the statements made herein are proved to be false or incorrect at any later stage during the continuance of the agreement, shall be liable for disconnection of the supply without any notice and all dues will be adjusted against the Security Deposit.
4. The Applicant shall be indemnity against all proceedings, claims, demands, cost, damages, expenses that IPCL may incur by reason of any unlawful act, commission or omission by the Applicant in relation to the service connection given to the Applicant.
5. That the Applicant shall pay the electricity consumption bills and all other charges as per the billing as and when the same becomes due for payment and shall abide by all norms and rules.
6. The Applicant ratify that the wiring within its/their premises has been certified by an authorized electrical contractor and the necessary test reports as per rules. Further that the lift installed (if applicable) has been inspected and certified by the Lift Inspector and all fire safety norms have been complied with and the necessary fire clearance certificate (if applicable) has been issued by the competent authority.
7. That every charge of electricity/any other sum [the said any other sum would also include any bill raised towards direct theft / dishonest abstraction of energy / misuse charges] other than such charge for electricity due and payable which remained unpaid by erstwhile owner/occupier of the said premises shall be recovered form the Applicant.
8. That the applicant shall not to provide any unauthorized connection/extension of connection or reconnection to any premises. In case the connection is found servicing or benefiting any such unauthorized or disconnected connection, the Applicant shall be held liable for the same resulting in transfer of the outstanding dues/amount of that other connection and initiation of appropriate proceeding including disconnection.

Applicant Signature

Date

9. That the Applicant shall be solely responsible for any claim, demand, cost, damage and expenses which arise as a result of letting out the above premises to any tenant/third party.
10. That the Applicant shall be responsible for safe custody of Meters, CTs Cable etc. and incase, there is any damage to these equipment due to the reasons attributable the Applicant the same be chargeable to the Applicant. All repercussion on account of breakage of seals of meters. etc. direct / dishonest abstraction of energy shall be to the account of Applicant.
11. That the Applicant shall allow clear and unencumbered access to the meters. The Applicant agrees that the service line shall be laid at an accessible location and the meter shall be fixed at the entry point of the premises in such a manner that it is protected from elements like rain etc. the Applicant shall install Earth Leakage Protective Device (ELCD) of an appropriate rating before meter installation.
12. The Applicant shall not change name, increase or decrease in Load, purpose or classification of category for which the Electricity has been provided without the permission or prior approval.
13. That the applicant shall pay the Additional Security Deposit as revised by the Distribution Licensee from time to time based on the consumption of the Applicant in preceding year.
14. The service line and /or the dedicated distribution facility, notwithstanding that it has been paid for by the consumer, shall remain the property of the licensee who shall maintain it and who shall have the right to use the same for supply of electricity to any other person.
15. In case of supply requires installation of distribution transformer within the applicant premise; the applicant shall make available a suitable piece of land or a suitable room within such premises for installation of the distribution transformer.
16. The applicant shall be under an obligation to provide the complete details of all payment of arrears including the latest bill for a changeover.
17. The Applicant who has defaulted in payment of Electricity Bills and other charges shall not be allowed for a changeover without clearing the dues.
18. The Applicant shall be liable to pay any difference between the amount that is to be paid and the amount that is finally determined to be recoverable from him/her.
19. The Applicant shall submit Way Leave Permission as per Form No1 attached
20. In case of Transfer of Service Meter due to Change of Ownership, No Objection certificate from present owner or Affidavit or Sale deed in the name of the intending consumer is required.
21. All the above declaration given by the Applicant shall be construed to be an agreement between IPCL and the Applicant/Consumer.

Applicant Signature

Date

Rough Sketch of the Premises (Approved Drawing by Corporation/Municipality duly signed)



Signature of the Surveyor/Engineer

Date :

*Central Office : Sanctoria, Dishergark, Pashchim Burdwan 713 333, Phone No. 0341 6600459/454/455, Fax : 0341 660 0464
Registered Office : Plot No. X-1, 2 & 3, Block EP, Sector-V, Salt Lake City, Kolkata 700 091, Phone No. 033 6609 4308-10, Fax 2357 7546
Visit us at www.indiapower.com*

..... Horizontally perforated.....

Application No.-

Date:

INDIA POWER
Adding power to life

Collection Center : Central Office / DPS/SRS/LRS/GENEXX EXOTICA/
SHRISTI NAGAR CITY OFFICE
Customer Care Help Desk No. : 1800 1023 783

MONEY RECEIPT

Received an Amount of Rs. 200 (Two Hundred) only towards L.T / H.T Application Form

Payee.....

.....
(Signature of Receiving Officer)

.....
(Date)

Way Leave Permission

To,

India Power Corporation Limited

.....

.....(Address of the Licensee)

Sir,

I / We have no objection to allow the fixing and erection of the necessary apparatus on or within the premises at.....
owned by me / us, for effecting service
 connection to the premises at.....owned / occupied by
 Sri/Smt. /M/S.....son / daughter / wife of

I/We have no objection if the service line passes over / along /across / under premises at.....
owned by me / us for effecting service connection to the premises at

.....owned / occupied by Sri . Smt. /M/S.....
 son / daughter / wife of

Yours faithfully,

Signature.....

(Name in full)

Address.....

.....

.....

Date

We hereby agree to take up & solve all Way-leave problems that might arise during execution of work or subsequent maintenance jobs of our tee-off line & terminal arrangement.
 For such activities we shall request India Power officers for support & Co-operation

Applicant Signature

Date: