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Government of Kerala
2016

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കേരള ഗസറ്റ്
KERALA GAZETTE

അസാധാരണം
EXTRAORDINARY

ആധികാരികമായി പ്രസിദ്ധപ്പെടുത്തുന്നത്
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KERALA STATE ELECTRICITY REGULATORY COMMISSION
THIRUVANANTHAPURAM

NOTIFICATION

No. 1504/DD(T)/Supply Code/2016/KSERC. *Dated, Thiruvananthapuram, 26th October, 2016.*

KERALA ELECTRICITY SUPPLY CODE (REMOVAL OF DIFFICULTIES) ORDER, 2016

WHEREAS, the Kerala Electricity Supply Code, 2014 (hereinafter referred to as the Code) came into force on the 1st April, 2014.

AND WHEREAS, the Government of Kerala has, in exercise of its powers under Section 108 of the Electricity Act, 2003, directed the Commission in public interest, to revise certain provisions in the Code, in order to simplify application formats and procedures to speed up grant of electric connection and to improve services to consumers in accordance with the policy of the Government;

AND WHEREAS, it has further been reported that the Ministry of Power, Government of India, has instructed to simplify the process for availing new electricity connection, to introduce a 3-step procedure for releasing electricity connection to the applicants of commercial and industrial purposes within a time span of 15 days from the date of registration in normal situation, instead of the existing procedures in the Supply Code, 2014 which specifies time consuming manual procedures and entails multiple visits to licensee's office;

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33/3724/2016/S-11.

AND WHEREAS, the State Government has declared its commitment to provide power to all households in the State by March 2017, necessitating simpler procedures to extend electric connection to all households;

AND WHEREAS, the Government of Kerala has, accordingly in exercise of their powers under Section 108 of the Electricity Act, 2003, directed the Kerala State Electricity Regulatory Commission, in public interest, to re-work the Supply Code, 2014, specifically including provisions for the items as detailed below:—

(a) simplified application formats;

(b) online facility for filing applications, making payments upfront for the same, and tracking progress of the works for grant of that electricity connection;

(c) reducing the number of documents necessary for grant of electricity connection to two, ie. proof of identity and proof of ownership/legal occupancy, in normal cases;

(d) determining per kVA/kW rates under Section 46 of the Act for grant of electricity connection in place of the existing system of a demand based on site specific estimates, in all cases where distribution mains of required voltage class is available within a reasonable distance of say, 200 meters, and an additional per meter rate for distances exceeding the said normative distance;

(e) permit grant of electricity connection to residential structures of plinth area of 100 sq meters and less without proof of ownership/legal occupancy from the Local Body subject to the proviso that electricity connection shall not be considered as proof of legality of the structure or the ownership or posession;

(f) dispensing with the requirement to produce copy of the test-cum- completion report/ energisation report/certificate of installation from a licensed electrical contractor, and approval from Electrical Inspectorate, and instead, having self-certification of the consumer that he has taken the approvals in this regard, with a web-based facility for the licensee to verify the licence number/ approvals and details of the authorized wiring contractor/supervisor/wireman, and a provision for the licensee to verify the documents available with applicant, should it become necessary; and

(g) introduce a system of advance registration for customers requiring power over say, 100 kVA, to facilitate co-ordinated development of electrical systems of the user and the licensee to facilitate timely release of electric connections;

AND WHEREAS, the Commission has considered the above directions of the State Government in detail and decided to relax certain provisions of the Kerala Electricity Supply Code, 2014, to the extent detailed below in public interest;

Now, THEREFORE, the Commission in exercise of its powers conferred by Regulation 179 of the Code, hereby make the following order in relaxation of certain provisions of regulation 75 of the Code in public interest, namely:—

1. *Short title commencement.*—(1) This order may be called the Kerala Electricity Supply Code (Removal of Difficulties) Order, 2016.

(2) It shall come into force on the date of publication of the same in the official gazette.

2. *Relaxation of Regulation 75.*—(1) Notwithstanding anything contained in Sub Regulation (1) of Regulation 75 of the Kerala Electricity Supply Code, 2014, the applicant for new low tension connection based on connected load and for new EHT/HT/LT connection based on demand based tariff, shall apply for it in the revised formats as approved by the Commission and attached to this order as Annexure I and Annexure II in respect of KSEB Ltd. as against the formats already approved by the commission as per its letter dated 8-4-2016.

(2) The format of application for the transfer of service connection, the change of name (consequent to the sale/lease/change of ownership/occupancy not for legal heirs), the change of name (for transfer of ownership to legal heir), the conversion/shifting, the tariff change, and the reduction / enhancement of connected load/contract demand shall be those approved by the commission in respect of KSEB Ltd. and attached as Annexure III to VII to this order.

(3) Notwithstanding anything contained in sub-regulation (9) of Regulation 75 of the code, the license shall provide online facility for filing applications, making payments upfront for the same and tracking progress of the works for grant of that electric connection.

(4) Notwithstanding anything contained in sub-regulation (10) of Regulation 75 of the Code,—

(i) the documents required to be accompanied with the application forms for new connection shall be limited to two viz., proof of identity of the applicant and proof of ownership/legal occupancy of the applicant over the premises for which new connection is being sought for in normal cases; and

(ii) in the case of residential structure of plinth area of 100 sq. metres and less, electric connection may be provided without insisting for proof of ownership/legal occupancy from the Local Body, subject to the condition that electric connection shall not be considered as proof of legality of the structure or the ownership or possession.

By order of the Commission,

SANTHOSH KUMAR, K. B.,
Secretary.

ANNEXURE I

For Office use only					
	Con. No.		Connected load	.....kW	Affix recent Passport size Photograph of applicant/authorised signatory
	Purpose	Tariff	Date of Connection		

KERALA STATE ELECTRICITY BOARD LIMITED

(Registered Office Vydyuthi Bhavanam, Pattom, Thiruvananthapuram - 695 004)
Website: www.kseb.in CIN : U40100K12011SGC027424

APPLICATION FOR LOW TENSION CONNECTION

(for Connected Load based Billing)

1	Name of applicant (*in capital letters*)		
	If connection is required for an Organisation	Name of Organisation	
		Designation of Applicant	

2		Address of premises where Electricity Connection is required	Present Address (for communication)
	Name of Building		
	Building Number		
	Lane/Street		
	Place/Land mark		
	District/Pin Code		
	Village/Survey No.		Ph. No. (L) 0
	E-mail		(M)

3	Purpose of supply (√)	Domestic		If non domestic, provide details of activity/manufactured product	
		Commercial			
		Industrial			
		Agricultural			
		Others			
4	Status of applicant			Owner	Tenant

5	Connected Load (kW)							
6	PAN No. (Optional)							
7	AADHAR No. (if available proof of Identity is not reqd.)							
8	Whether other properties need to be crossed over	Yes		If YES, whether consents obtained in all cases	Yes		Whether internal distribution is carried out by promoter	Yes
		No			No			No

9	Preferences of applicant (Optional)	If Applicant desires a particular Date of Inspection, specify the Date* * (This may attract additional expenses)				
		No. of Phases required (1 phase/3phase)	1 Ph.		3 Ph.	
		Whether consumer opt to purchase meter (as per CEA approved specification)	Yes		No	
		Whether applicant wishes to remit security deposit and expenses for connection along with application (Only for WP service not requiring poles)	Yes		No	

I.....son/daughter of .....hereby declare that I have attained 18 years of age, that the information provided in this application is true to my knowledge, that the internal wiring of the premise has been tested by .....(name of licensed wiring contractor) who is having a valid License No.....and the test cum completion certificate / Energisation Approval No. ..... is available with me. I further confirm that there are no orders of Court / Govt. restricting electricity Connection in the premises, that I will remit electricity dues during every billing cycle and also as and when demanded as per the applicable electricity tariff, and other charges, that I will own the responsibility of security and safety of the meter, cut-out and the installation thereafter. I will not indulge in any misuse of power and will take all necessary steps in the premises for the efficient use of power and to stop its wastage. I have read and understood the Kerala Electricity Supply Code, 2014 and agree to abide by the conditions mentioned therein.

Date:
Place:

Signature of the applicant / authorized signatory
Name:

Documents attached Please tick (✓)	Proof of Identity		Letter of Authorisation		Details of Property Crossing/ Property Crossing Consents		Dimensioned sketch of the premise	
	Proof of Ownership		Consent from Owner		Test Certificate of metering equipment		Others (Specify)	

PARTICULARS OF CONSENTS/NOCs REQUIRED/PRODUCED

If applicant is tenant/ occupier*

***Proof of ownership to be produced separately**

I/We, ...being registered title holders(s) and the absolute owner/joint owner(s) of property comprised in Sy. No. ..... of..... Village, bearing building No. ..... of.....(local body) do hereby give my/our consent to Sri/Smt. ....., who is a joint owner/tenant/occupier of the above premise to wire and avail service connection from KSEB Ltd. in his name as consumer at the above premises. I/We shall inform KSEB as and when the premise is vacated.

Name and dated signature of owner/joint owner(s)	Name and dated signature of first witness	Name and dated signature of second witness

In case of Property Crossing (use separate sheet if required)

(i) No. of properties to be crossed		(ii) No. of consents obtained	

Consents Received

I/We hereby give consent for drawing electric line through my/our property mentioned below for giving electric connection to Sri/Smt .....

Name and Address of property owners	Village	Sy. No.	Signature of Property Owner

Signature Name (Witness 1)	Signature Name (Witness 2)

Consents Not Received

No.	Name and Addresss of property owner	Village	Sy. No.

Space for affixing Special Adhesive Stamp worth ₹ 200

Dated Signature and
Name of Applicant

ACKNOWLEDGEMENT

Ref. No.: .....

Application of ..... (Name of applicant), complete in all respects, for a new Service Connection has been received at this office on .....(Date).

The above reference number is to be used for all future correspondence.

Signature representative/Seal of KSEB Ltd.
Name and designation

ANNEXURE II

For Office use only					
Con. Code			Contract Demand	.....kVA	Affix recent Passport size Photograph of applicant/authorised signatory
Purpose	Tariff		Date of Connection		

KERALA STATE ELECTRICITY BOARD LIMITED

(Registered Office: Vydyuthi Bhavanam, Pattom, Thiruvananthapuram - 695 004)
Website: www.kseb.in CIN : U 40100KI2011SGC027424)

APPLICATION FOR SERVICE CONNECTIONS

for Demand Based Tariff (EHT/HT/LT)

1	Name of applicant (*in Capital Letters*)		
	If connection is required for an Organisation	Name of Organisation	
		Designation of Applicant	
2	If in industrial area/SEZ etc.	Name of the authority/ developer of area/SEZ	
3	Category	Individual/ Proprietary / Partnership / Private Ltd. / Public Ltd. / Society / Govt. Department / Govt. undertaking	

		Address of premises where Electricity Connection is required	Present Address (for communication)
4	Name of Building		
	Building Number		
	Lane/Street		
	Place/Land mark		
	District/Pin Code		
	Village/Survey No.		
	E-mail		

5	Status of applicant	Owner		Tenant		6	Whether Power Intensive or not	Yes		No	
7	Whether properties of others need to be crossed over	Yes		No			If Yes, whether Consents obtained in all cases	Yes		No	

8	Purpose of Supply please tick (✓)	Domestic		If non domestic, provide details of activity/ manufactured product	9	Type of Connection (✓)
		Commerical				Permanent / Temporary / Seasonal
		Industrial				If temporary/Seasonal
		Agricultural				Period of requirement: From / To
		Others				

10	Connected Load (kW)		11	PAN No.
	Contract Demand (kVA)		12	AADHAR No. (if available)
13	Area of the premise		Constructed area (m^2)		Plot size (m^2)	
14	Whether the unit has been in operation earlier? (If YES, details may be provided separately)					Yes / No
15	Preferences of applicant (Optional)	If Applicant desires a particular Date of Inspection, specify the Date* * (This may attract additional expenses)				
		Whether a Dedicated Feeder is required				Yes / No
		If Dedicated feeder is availed, whether Protected Load Status is sought				Yes / No
		Whether consumer wishes to purchase meter (as per CEA approved specification)				Yes / No

I, ..., son/daughter of .....hereby declare that I have attained 18 years of age, that the information provided in this application is true to my knowledge, that the internal wiring of the premise has been tested by .....(name of licensed wiring contractor) who is having a valid License No. ..... and the test cum completion certificate / energisation approval No. ..... for the above mentioned connected load is available with me. I further confirm that there are no orders of Court/Govt. restricting electricity connection in the premises.

Place: Signature of the applicant / authorized signatory

Documents attached Please tick (✓)					
	Proof of Identity		Letter of Authorisation		Details of Property Crossing and Consents	
	Proof of Ownership		Consent from Owner		Test Certificate of metering equipment	
	Agreement		Dimensioned sketch		Others (Specify)	

PARTICULARS OF CONSENTS/NOCs REQUIRED/PRODUCED

If applicant is tenant/ occupier*

***Proof of ownership to be produced separately**

I/We, ... being registered title holder(s) and the absolute owner/joint owner(s) of property comprised in Sy. No. ..... of ..... Village, bearing building No. ..... of ..... (local body) do hereby give my/our consent to Sri/Smt. ....., who is a joint owner/tenant/occupier of the above premise to wire and avail service connection from KSEB Ltd. in his name as consumer at the above premises. I/We shall inform KSEB as and when the premise is vacated.

Name and dated signature of owner/joint owner(s)	Name and dated signature of first witness	Name and dated signature of second witness

In case of Property Crossing (use separate sheet if required)

(i) No. of properties to be crossed		(ii) No. of consents obtained	

Consents Received

I/We hereby give consent for drawing electric line through my/our property mentioned below for giving electric connection to Sri/Smt .....

Name and Address of property owners	Village	Sy. No.	Signature of Property Owner

Signature Name (Witness 1)	Signature Name (Witness 2)

Consents Not Received

No.	Name and Address of property owner	Village	Sy. No.

Dated Signature and
Name of Applicant

Test Cum Completion Certificate of Electrical Installation
(Sketch to be attached separately)

The particulars regarding the installation of electrical equipment in..... (name of the premise) are given below and are correct; the installations have been actually wired up and are ready for test. The insulation resistance values between conductors is/are.....Mega Ohms. The insulation resistance between conductors and earth is.....Mega Ohms. The earth resistance of the wiring installation measured is .....Ohms. Earth continuity is tested and found ok. Certified that the installation conforms to relevant standards.

	Load Particulars	No. of Points	Rating (Watts)	Total (Watts)	Details of Capacitor		For Office use		
					Serial No. of Capacitor	Rating	No. of points	Rating (Watts)	Total (Watts)
	1	2	3	4=2x3	5	6	7	8	9=7x8
Connected load									
	Total								
Standby load									
	Total								

	Contractor	Supervisor	Wireman
Dated Signature			
Name			
Licence No.			

Dated Signature of Applicant :

Name of Applicant :

Remarks :

Dated Signature of Inspecting Officer :

Name :

ACKNOWLEDGEMENT

Ref. No. .....

Application of..... (Name of applicant), complete in all respects, for a new Service Connection has been received at this office on.....(Date).

The above reference number is to be used for all future correspondence.

Signature representative/Seal of KSEB Ltd.

Name and designation :

ANNEXURE III

KERALA STATE ELECTRICITY BOARD LIMITED

APPLICATION FOR TRANSFER OF SERVICE CONNECTION

(Consequent of Sale/Lease/Change of Ownership/Occupancy)

(*See* Regn. 41 of Kerala Electricity Supply Code, 2014)*

*This form is to be used by Registered Consumer

		Name and Address of Consumer (Applicant)	Name and Address of Owner (if applicant is not the owner of building)
Name			
Building No./Street			
Place/Land mark			
District/Pin Code			
Phone No.	Land		
	Mobile		
E-mail			
Consumer No./Code			
Category			
Connected Load	kW	Contract Demand	kVA

Particulars of Transfer

		Name and Address of Proposed Transferee	Reason for Transfer of Connection	
Name			Change in ownership of Building	
Building No.			Change in occupancy	
Lane/Street			Nature of Transfer: Sale	
Place/Land mark			Lease	
District/Pin Code			Merger	
Phone No.	Land		Demerger	
	Mobile		Acquisition of Rights	
E mail			Others Specify	

1. Whether the consumer is willing to pay all dues before the date of proposed transfer	**Yes**		**No.**	
2. Whether the consumer intends to transfer all arrears of electricity charges and other liabilities to the proposed transferee	**Yes**		**No.**	
3. Whether the consumer is willing to transfer the Security Deposit to the proposed transferee	**Yes**		**No.**	
4. Whether the licensee can pass on information relating to the service connection agreement and liabilities of the consumer to the porposed transferee	**Yes**		**No.**	
5. Whether the consumer is willing to pay all dues and terminate the agreement	**Yes**		**No.**	

I propose to transfer the service connection, details of which are given above. It is requested that procedures for transferring connection may kindly be initiated.

Date :

Signature of Applicant :

Place :

Name :

Enclosures: 1. Proof of Identity of Applicant

2.

ACKNOWLEDGEMENT

Ref. No. .....

Application of..... (Name of applicant), complete in all respects, for transfer of service connection consequent to sale, lease change of ownership/occupancy has been received at this office on ..... (Date).

The above reference number is to be used for all future correspondence.

Signature/Seal of KSEB Ltd. representative

Name and designation :

ANNEXURE IV

For Office Use Only	Con. No.		Connected load/ Con. Demand ---------- kW/kVA	App. No. Date	Affix recent Passport size Photograph of applicant/ authorised signatory
	Purpose	Tariff		Date of change of ownership	

KERALA STATE ELECTRICITY BOARD LIMITED

APPLICATION FOR CHANGE OF NAME*

(in case of Sale/Lease/Change in ownership/Occupancy-not for legal heirs)

*This form is to be used by Prospective Consumer

I am now in possession of building/premise having Service Connection bearing Consumer No./Code ..... registered in favour of .....(Name of Registered Consumer) under Electrical Section..... I request that the said service connection be transferred to me.

			Particulars of Applicant (Prospective Consumer)	Particulars of Owner (if the applicant is not the owner of the building)
1	Name			
	Bldng. No./Street			
	Place/Land mark			
	District/Pin Code			
	Phone No.	Land		
		Mobile		
	E-mail			
2	If connection is required for an Organisation	Name of Organisation		
		Designation of Applicant		
3	Contracted load		kW	Contract demand kVA
5	Reason for Transfer of Connection (✓)		Change in ownership of Building	Change in occupancy
	Nature of Transfer (✓)		Sale / Merger	Acquisition of Rights
			Lease / De-Merger	Other Specify
4	Status of applicant (✓)		Owner	Tenant

If applicant is tenant/occupier* (Proof of ownership to be produced separately)

I, ... being registered title holder and the owner/joint owner of property comprised in Sy. No. ..... of..... Village, bearing building No. ..... of ..... (local body) do hereby give my/our consent to Sri/Smt. ..... who is a tenant/occupier of the above premise to wire and avail service connection from KSEB Ltd. in his name as consumer at the above premises. I/We shall inform KSEB as and when the premise is vacated.

Name and dated signature of owner	Name and dated signature of first witness	Name and dated signature of second witness

I, ..., son/daughter of .....hereby declare that I have attained 18 years of age, that the information provided in this application is true to my knowledge, that there are no orders of Court/Govt. restricting electricity connection in the premises, that I will remit electricity dues during every billing cycle and also as and when demanded as per the applicable electricity tariff, and other charges, that I will own the responsibility of security and safety of the meter, cut-out and the installation thereafter. I will not indulge in any misuse of power and will take all necessary steps in the premises for the efficient use of power and to stop its wastage. I have read and understood the Kerala Electricity Supply Code, 2014 and agree to abide by the conditions mentioned therein.

Place :

Date :

Signature of the applicant / authorized signatory

Name :

ACKNOWLEDGEMENT

Ref. No. .....

Application of..... (name of applicant), complete in all respects, for change in name has been received at this office on..... (Date).

The above reference number is to be used for all future correspondence.

Signature / Seal of KSEB Ltd. representative :

Name and designation :

ANNEXURE V

For Office Use Only					
	Con. No.		Connected load/ Con. Demand ---------- kW/kVA	App. No. Date	Affix recent Passport size Photograph of applicant/authorised signatory
	Purpose	Tariff		Date of change of ownership	

KSEB

KERALA STATE ELECTRICITY BOARD LIMITED

APPLICATION FOR CHANGE OF NAME*

(For transfer of ownership to Legal Heir)

*This form is to be used by Prospective Consumer

I am the legal heir of .....(name of Registered Consumer), having Service Connection under Electrical Section ..... with Con. No./Code .....

I request that the said service connection be transferred to me.

			Particulars of Applicant (Proposed Consumer)	Particulars of Owner (if the applicant is not the owner of the building)
1	Name			
	Bldng. No./Street			
	Place/Land mark			
	District/Pin Code			
	Phone No.	Land		
		Mobile		
	E-mail			
2	If connection is required for an Organisation	Name of Organisation		
		Designation of Applicant		
3	Reason for Transfer of Connection			
4	Connected load		kW	Contract Demand kVA
5	Status of applicant (✓)		Owner	Tenant

If applicant is tenant/occupier* (Proof of ownership to be produced separately)

I .....being registered title holder and the owner/ joint owner of property comprised in Sy. No. ..... of ..... Village, bearing building No. .....of..... (local body) do hereby give my/our consent to Sri/Smt. ....., who is a tenant/occupier of the above premise to wire and avail service connection from KSEB Ltd. in his name as consumer at the above premises. I/We shall inform KSEB as and when the premise is vacated.

Name and dated signature of owner	Name and dated signature of first witness	Name and dated signature of second witness

I, ...son/daughter of .....residing in .....(Building No. and local body)..... Village..... Taluk ..... District hereby declare that I have attained 18 years of age, that the information provided in this application is true to my knowledge, that there are no orders of Court/Govt. restricting electricity connection in the premises, that I will remit electricity dues during every billing cycle and also as and when demanded as per the applicable electricity tariff and other charges, that I will own the responsibility of security and safety of the meter, cut-out and the installation thereafter. I will not indulge in any misuse of power and will take all necessary steps in the premises for the efficient use of power and to stop its wastage. I have read and understood the Kerala Electricity Supply Code, 2014 and agree to abide by the conditions mentioned therein.

Place :

Date :

Signature of the applicant / authorized signatory

Name :

ACKNOWLEDGEMENT

Ref. No. .....

Application of.....(name of applicant), complete in all respects, for change in name has been received at this office on..... (Date).

The above reference number is to be used for all future correspondence.

Signature/Seal of KSEB Ltd. representative :

Name and designation :

ANNEXURE VI

KERALA STATE ELECTRICITY BOARD LIMITED

SERVICE REQUESTS (CONVERSION/SHIFTING/TARIFF CHANGE)*

*This form is to be used by Registered Consumer

Name and Address of Consumer (Applicant)			Other Particulars (as sanctioned)		
Name			Con. No./Code		
Bldng. No./Street					
Place/Land mark			Category/ Purpose		
District/Pin Code					
Phone No.	Land		Tariff		
	Mobile		Connected Load/ Contract Demand	kW	
E-mail				kVA	

Services Required (please ✓ whichever is applicable)	Conversion of service	Conversion from LT single phase to three phase	
		Conversion from LT three phase to LT single phase	
		Others (Please specify)	
	Shifting (sketch to be attached)	Shifting of Metering Equipments	
		Shifting of Service Line	
	Change of Purpose Consumer category	Change of Purpose Consumer category	
		Purpose for which electricity is proposed to be used	

I require the above services and is willing to meet the expenditure. It is requested that procedures for the same may kindly be initiated.

Place :
Date :

Signature of Applicant :
Name :

Enclosures

1. Proof of Identity of Applicant	
2. Completion Certificate (applicable for conversion and shifting)	
3. Sketch showing present and proposed location (applicable for shifting)	
4. Any other document	

ACKNOWLEDGEMENT

Ref. No. .....

Application of..... (name of applicant), complete in all respects, for Conversion/Shifting/Tariff Change has been received at this office on ..... (Date).

The above reference number is to be used for all future correspondence.

Signature representative/Seal of KSEB Ltd. :

Name and designation :

ANNEXURE VII

KERALA STATE ELECTRICITY BOARD LIMITED

SERVICE REQUESTS (ENHANCING/REDUCING CONTRACT DEMAND/LOAD)*

*This form is to be used by Registered Consumer.

Name and Address of Consumer (Applicant)			Other Particulars (as sanctioned)	
Name			Con. No./Code	
Bldng. No./Street				
Place/Land mark			Category/ Purpose	
District/Pin Code				
Phone No.	Land		Tariff	
	Mobile		Existing Connected Load/ Contract Demand	kW
E-mail				kVA
Required Contracted Demand/ Connected Load	kW	Reason(s) for Enhancement/ Reduction		
	kVA			
Conversion of service (please ✓ whichever is applicable, if required)	Conversion from LT single phase to three phase			
	Conversion from LT three phase to LT single phase			
	Others (Please specify)			

I require enhancing/reducing the present Connected Load/Contract Demand, as mentioned above and is willing to meet the expenditure. It is requested that procedures for the same may kindly be initiated.

Place :
Date :

Signature of Applicant :
Name :

Enclosures

1. Proof of Identity of Applicant	
2. Completion Certificate	
3. Sketch	
4. Any other document	

ACKNOWLEDGEMENT

Ref. No. .....

Application of ..... (name of applicant), complete in all respects, for enhancing/reducing the Connected Load/Contract Demand has been received at this office on ..... (Date).

The above reference number is to be used for all future correspondence.

Signature representative/Seal of KSEB Ltd. :

Name and designation :