

Existing Consumer Categories and Billing Cycle

- LMV-1 - Domestic Light, Fan & Power- One month or two month as per the resources of the Licensee.
- LMV-2 - Non-Domestic Light, Fan & Power- One month or two month as per the resources of the Licensee
- LMV-3 - Public Lamps- Monthly
- LMV-4 - Public Institutions- Monthly
- LMV-4 (A) - Light, Fan & Power for Public Institutions- Monthly
- LMV-4 (B) - Light, Fan & Power for Private Institutions- Monthly
- LMV-5 - Small Power for Private Tube Wells / Pumping Sets for Irrigation Purposes- Six Monthly / Bimonthly / or Monthly
- LMV-6 - Small and Medium Power- Monthly.
- LMV-7 - Public Water Works- Monthly
- LMV-8 - State Tube Wells, World Bank Tube Wells & Pumped Canals- Monthly
- LMV-9 - Temporary Supply- Monthly (where metered supply has been provided).
- LMV-10 - Departmental Employees- Monthly
- HV-2 - Large and Heavy Power- Monthly
- HV-3 - Railways- Monthly
- HV 4 - Lift Irrigation Works- Monthly

This form is available free of cost

Application Form For Requisition Of Supply Of Energy

1. Name of the Applicant:
2. Father / Husband's Name:
3. Occupation: Affix latest Photograph of the applicant
(Attested by Gazetted Officer / Bank Officer /
Gram Pradhan / Sabhasad)
4. Address:
 - (a) For Communication
Phone No:
 - (b) Where Connection is required:
(Indicate land marks to identify the location)
Phone No:
 - (c) Permanent Address:
Phone No:
5. Plot size _____ sq.metres Covered Area _____ sq. metres.
6. Total Load KW / KVA / HP: _____
7. Purpose of Supply: _____
8. Details of Processing Fee:
 - (a) Amount _____
 - (b) Mode - cheque / draft / cash
 - i. No. _____ Date _____
 - ii. Bank Name _____

(Following Information is to be furnished by Applicants Requesting Electric Supply more than 50 KW and for Industrial Purposes)

9. Type of unit firm (viz: ownership: _____ / Partnership / Private Ltd. / Public Ltd. / Society / Govt. Deptt. / Govt undertaking
10. Name of Institution developing Industrial Premises: _____ (e.g. UPSIDC / self / industries deptt. etc.)
11. Possession Letter or No. Objection Certificate: _____ issued by the Institution (copy enclosed.) No. _____ Date _____
12. Whether supply is needed through independent feeders: _____
13. Whether the above unit ever operated at some other place or applied for connection?
(If yes, pl. furnish the following)
 - (a) Sanction load: _____
 - (b) Service Connection No. : _____
 - (c) Arrears of payment (in any): _____
 - (d) Address _____
14. If electricity connection for the premises is being requested in the past. If yes details of electricity connection.
 - (a) Name of unit: _____
 - (a) Service connection no. : _____
 - (b) Arrears of payment (if any): _____
15. Purpose or process for which Electricity load is required. : _____
16. Nature of process: _____
17. (a) Registration No. from Deptt. Of Industries U.P. Govt. (Copy to be enclosed) : _____
(b) No objection certification from Pollution Control Board (Copy to be enclosed.) _____
18. Name of the Agency Financing the unit (UPFC / PICUP / BANK / SELF / Any other) : _____
19. Proposed date of start of Production: _____
20. Is there any other industrial unit operating in the vicinity If yes, please given name and address

21. Pl. specify voltage ratio & capacity of the nearest Electricity sub-station and its distance from the unit: _____

Enclosures:

1. Work Completion Certificate and Test Report (B & L form)
2. Documentary evidence in support of lawful occupation of the premises. If the applicant is not the owner of the premises, indemnity bond as specified by the Licensee shall be enclosed.
3. Factory / Industry / Premises / Establishment / House map, where supply is desired, indicating tentative position of the meter box.
4. Receipt for payment, if cash / cheque / draft.
5. In case of industry resolution of the Board of directors for authorising a person to sign the document on behalf of the company.

Note 1. In case of consumers without MDI meter, the connected load can be 200% of the contracted load in the domestic category and 133 % of the contracted load in the commercial category

Note 2. In your own interest, please ensure permanent disconnection of your electric supply, and obtain "No Dues Certificate" from Division before vacating the premises

Note 3. Electric Connection shall not be treated as a proof of ownership of the Premises

DECLARATION

I / We _____ solemnly assure and undertake that

- A. I / We hereby declare that I / we desire to have and agree with the Licensee to take a supply of energy for the above mentioned purposes, for a period of not less than 2 years from the date of commencement of supply and to pay for the energy so supplied and all other charges at the rates set out in the Tariff Order.
- B. I / We also agree to be bound by the Licensee's Distribution Code as approved by the Commission including any modifications thereof and the provisions of Electricity Act, 2003 together with the Rules framed there under
- C. I / We also declare that in the event of my / our failure to comply with the above provisions, it shall be lawful for the Licensee to discontinue the supply in terms of the aforesaid Distribution Code.
- D. I / We further declare that the Licensee shall not be held responsible for any interruption / diminution of supply for reasons beyond its control.
- E. I / We understand that this declaration can be cancelled after two years by either party giving notice as per the procedure described in this code.
- F. I / We further agree that this declaration given by me / us shall be construed as an Agreement with the Licensee to the above effect.
- G. I / We declare that all details furnished in the Application Form are true to my / our knowledge. If any information is found incorrect at a later date, then the Licensee shall have the right to withhold / disconnect supply, as the case may be.
- H. It shall be ensured by me / us that there is no unauthorized addition / alteration to the equipment or unauthorised use of electricity. In other words, it shall be ensured by me / us that the energy provided to me / us by the Licensee is utilized as per law and authorization. In case the Licensee has reasonable basis to understand or apprehend that there is in any way whatsoever unauthorized addition / alteration to the equipment or unauthorised use of electricity, it shall be open to the designated authority of the Licensee to enter upon the premises for general inspection and testing of the equipment, meter and wiring etc.
- I. I / We undertake to intimate the Licensee as per the procedure described in the Electricity Supply Code - 2005 whenever I intend to vacate the premises for which the electric connection is being taken.

Date: _____

Applicant's Signature

Place: _____

(To be filled by the Licensee)

1. Date of application received:
2. Contracted Load Sanctioned:
3. Date of commencement of Supply:
4. Consumer No / Connection No:
5. Meter No:

Signature of Applicant

Signature of Representative of the Licensee

Acknowledgement

Application form of Sh. / Smt. _____, complete in all respects / has following shortcomings, for requisition of supply is hereby received on _____. In this connection, the applicant is given a reference No. _____ to be used in all future correspondence.

Signature of Representative of the Licensee

This form is available free of cost

INDEMNITY BOND

(If the intending consumer is not the owner of the premises)

To: _____ Engineer,

From: _____

Whereas the land / premises detailed hereunder, belongs to Sri / Smt _____ and I am only lessee / tenant / occupier of the said land / premises where I have applied for the electricity connection the said / premises and I am not able to obtain the consent of Sri / Smt.....but produced the proof of occupancy, i.e. valid power of attorney / latest rent paid receipt / registered lease deed.

There to I, in consideration of the grant of electricity connection to me on the conditions of supply for which I have executed the Agreement, further agree to indemnify and keep harmless the Licensee from all damages and claims whatsoever, including costs of suit, original petitions and all manner of legal or other proceedings that the Licensee may incur or likely to incur on account of any action of threat by or at the instance of the owner of the said Land / premises (whether such owner be the said Sri / Smt _____ or any other). I also further agree that such loss, damages and any other claim resulting out of the electricity connection being given to me without the consent of the owner of the land / premises are also recoverable from me and my properties under the provisions of the Revenue Recovery Act, in force at the time of such recovery, or by such other proceedings as the Licensee may deem fit to initiate.

I hold myself answerable to costs of such recoveries and proceedings also.

Place:

Date:

Witnesses: -

Signature of lessee / tenant / occupier

1)

2)

This form is available free of cost

Owner Consent Letter for getting New Supply Connection

To,

Dated:

The Executive Engineer
(Address of the Licensee)

OWNER'S CONSENT LETTER

I _____ of _____ being the legal owner of the premises No. _____ hereby agree as follows:

I consent to the installation by you at the above-mentioned premises tenanted by Shri _____ of electric service cables, meters, wiring, fittings and other equipments for the supply of electricity (hereinafter called "The Installation") under the terms of an agreement between you and the tenant of the above said premises. In the event of the above said tenant vacating the aforesaid premises, I shall give you due notice 15 (fifteen) days advance to enable you to arrange for the termination of your contract with the aforesaid tenant failing which I shall be responsible for any loss that may accrue on that account.

I undertake to ensure that the tenant clears all the electricity dues of the Licensee and obtains 'No-dues certificate' before vacating the said premises.

Signed by the said owner _____

In the presence of _____

Witness Name _____

Address _____

Annexure 4.4 (Ref. Clause 4.4)

³⁽¹⁾ [Work Completion Certificate and Test Result

(To be filled by Licensed Electrical Contractor)

1. Name of Consumer:
2. Father/ husband's Name:
3. Address:
4. Voltage & System of Supply: Volt. Phase.
5. Details of Load:

Description	220\230 V						400/440 V		HT/EHT	
	Phase 1		Phase 2		Phase 3		No.	Total Load	No.	Total Load
	No.	Total Watt	No.	Total Watt	No.	Total Watt				
1. Light Points										
2. Fan Points										
3. Plug Points										
4. Motors										
5. Other Equipments										
TOTAL										

6. Total Connected Load in KW:
7. Total Current in Amp:
8. Results of Resistance Test by L.E.C.

Description	Phase 1	Phase 2	Phase 3
Between Phase & Earth			
Between Neutral & Earth			
Between Phases			

Verification Certificate by Licensed Contractor

I / We _____ Licensed Electrical Contractor, License No _____, having verified the following, certify that:

1. The above mentioned installation work has been by me.
2. The Resistance Test of the above installation has been done by me/ my supervisor.
3. The installation work has been done as per provisions of The Indian Electricity Rules 1956 and I.S.I.
4. The above work has been done the following staff:

Name of Wireman _____ Permit No. _____ Date of validity _____

Signature

Name of Supervisor _____ Certificate No _____ Date of validity _____

Signature:

Name of Apprentice _____ Signature:

Name of the firm of the Electrical Contractor: License No _____ Class _____ Date of validity _____

Signature:

Declaration by the consumer

I certify that I have complied with all the provisions of the Indian Electricity Rules 1956 and the Supply Code of the Licensee. Capacity of Main Fuse is not more than _____ Amp. Any change in installation shall be done after approval of the Licensee.

Date _____

Name & signature of consumer

Test Report by the Licensee's Representative

Result of Resistance Test:

Between Phase 1 & Earth

Between Phase 2 & Earth

Between Phase 3 & Earth

Between Phase 1 & 2

Between Phase 2 & 3

Between Phase 3 & 1

Shortcomings found in Installation, if any, and action taken to remove it:

- 1 _____
- 2 _____
- 3 _____

Date:

Signature, name and designation of inspector of Licensee

Certificate of the Directorate of Electrical Safety

Results of Inspection:

(Enclose details)

Date of Inspection _____

Signature, name and designation of Inspecting Officer]#

#

This form is available free of cost

Application Form for Requisition of Temporary Supply of Energy

1. Name of the Applicant:
2. Occupation:
3. Address of the Applicant:
4. Address where connection is required:
 - a. (Indicate land marks to identify the location)
5. Total Connected Load
6. Purpose of Supply: _____
7. (a) Date from which supply is required
(b) Duration for which supply is required
8. Details of Fee
 - (a) Amount _____
 - (b) Mode - cheque / draft / cash
 - (i) No. _____ Date _____
 - (ii) Bank Name _____

DECLARATION

I / We,, solemnly assure and undertake that

- a. I / We also agree to be bound by the Licensee Distribution Code as approved by the Commission including any modifications thereof and the provisions of Electricity Act, 2003 together with the Rules framed hereunder.
- b. I / We also declare that in the event of my / our failure to comply with the relevant provisions of the Code, it shall be lawful for the Licensee to discontinue the supply.
- c. I / We further declare that the Licensee shall not be held responsible for any interruption / diminution of supply for reasons beyond its control.
- d. I / We further agree that this declaration given by me / us shall be construed as an Agreement with the Licensee to the above effect.

I / We declare that all details furnished in the Requisition Form are true to my / our knowledge. If any information is found incorrect at a later date, then the Licensee shall have the right to withhold / disconnect supply, as the case may be.

Date: _____ Applicant's Signature _____

Place:

(To be filled by the Licensee)

1. Date of application received:
2. Contracted Load Sanction
3. Date of commencement of Supply:

4. Reference No:

Acknowledgement

Application form of Sh. / Smt_____ complete in all respect, for requisition of temporary supply is hereby received on _____. In this connection, the applicant is given a reference No._____ to be used in all future correspondence.

Signature of Representative of the Licensee

Annexure 4.10 (Ref. Clause 4.41(a) & 4.43(a))

This form is available free of cost and must be submitted in duplicate

Application Form for Enhancement / Reduction of Contract Demand

To,

(Name of Licensee)

Application No. :

Dated:

Connection No. :

Name of consumer:

Address

In view of revision of load requirement due to _____. I / We hereby request for enhancement / reduction of our Contract Demand as detailed below as per provisions of the Distribution Code.

1. Address at which enhancement / reduction of load:

Desired Max. Demand

2. Existing Proposed

i) Connected Load KW / HP / MW

ii) Max. Demand KW / HP / MW

iii) Details of load added / disconnected from supply

(a) Lighting

(b) Motive Power / Agricultural

(d) Other (please specify)

Enclosures:

1) A work completion certificate & test report from licensed electrical contractor from _____ (name of Licensed Electrical Contractor).

2) A copy of last paid energy bill.

3) The recorded meter readings for past three billing periods.

4) Approval letter from Electrical Inspector in view of change in H.T installation is enclosed.
(Applicable for HT consumers only).

5) No objection certificates from competent authorities as applicable.

Place:

Signature of the Applicant

This form is available free of cost

Format for transfer of connection / mutation of name

To,

Dated:

The Executive Engineer

A Connection No. _____ for contracted load of _____ exists in name of _____ at _____ (address).

It is requested that above referred connection may please be transferred in name of _____ at same address due to following reasons:

Following documents for transfer of above connection is enclosed herewith.

1. Receipt of deposition of processing fee.
2. Registered deed / succession certificate / _____.
3. Fresh application form duly filled in
4. No objection from the existing consumer if available / possible.

Thanking you.

Name, Signature, Address, Phone No of the Applicant

Acknowledgement

Application of Sh. / Smt. _____ is, complete in all respect / has following shortcomings, for transfer of connection / mutation of name against connection No. _____ in name of _____ is hereby received on _____.

In this connection, the applicant is given a reference No _____ to be used in all future correspondence.

Signature of Representative of the Licensee

Annexure: - 4.12 (Ref. Clause 4.14 c & e)

³⁽²⁾ [AGREEMENT FOR SUPPLY OF ELECTRICAL ENERGY

(For all load of PTW, Industrial and in other category load greater than / equal to 25 KW)

THIS AGREEMENT is executed at _____ on this _____ day of _____.

BETWEEN

(NAME OF DISTRIBUTION COMPANY), a Company incorporated under the Companies Act, 1956 having its registered office at _____ through its authorized signatory Mr. _____, hereinafter referred to as "the Licensee" (which expression shall unless repugnant to the subject or context or meaning thereof mean and include its successors-in-interest, nominees and assigns) of the ONE PART.

AND

an Individual / Partnership concern / Proprietorship concern / Institute / Trust/Society / HUF / Body Corporate / Company / Government bodies [strike out whichever is not applicable] incorporated under _____ Act, _____ resident of / having its HO/registered office at _____ through its authorized signatory Mr. _____ (Name and Designation), hereinafter referred to as "the Consumer" (which expression shall unless repugnant to the subject or context or meaning thereof mean and include its successors-in-interest, nominees and assigns) of the OTHER PART.

WHEREAS:

1. The Licensee is, inter-alia, engaged in the business of supplying electricity and has been granted a license under the Indian Electricity Act, 1910 and is presently a deemed licensee under section 14, 1st proviso of the Electricity Act, 2003 (herein after referred to as the Act) for distribution and / or retail supply and / or bulk supply of energy to various consumers within its licensed area.
2. The Consumer has vide application dated _____ applied to the Licensee for procuring supply of energy for electrical installation (for a load of _____ KW / BHP / KVA) [hereinafter referred to as "contractual load"] at its premises situate at _____ (hereinafter referred to as "the said premises") in connection with _____ for the purpose _____

[Strike out whichever is not applicable]

- a. Domestic Light, Fan and Power (LMV-1),
- b. Non- Domestic Light, Fan and Power (LMV-2),
- c. Public Lamps (LMV-3),
- d. Public Institutions (LMV-4),
- e. Light, Fan & Power for Public Institutions (LMV-4A),
- f. Light, Fan & Power for Private Institutions (LMV-4B),
- g. Small Power for Private Tube Wells / Pumping Sets for Irrigation Purposes (LMV-5),
- h. Small and Medium Power (restricted / unrestricted usage of power) (LMV-6),
- i. Public Water Works (LMV-7),
- j. State Tube Wells, World Bank Tube Wells & Pumped Canals (LMV-8),
- k. Temporary Supply (LMV-9),
- l. Large and Heavy Power (restricted / unrestricted usage of power) (HV-2),
- m. Railways (HV-3)

and the Licensee has agreed to provide such supply of energy. The Rate Schedule as above shall be as per the latest Tariff Order.

NOW THIS AGREEMENT WITNESSETH AND IT IS HEREBY AGREED, DECLARED AND RECORDED BY AND BETWEEN THE PARTIES AS UNDER:

1. This Agreement shall be effective for a minimum period of 2 (two) years from the date of commencement of supply by the Licensee to the Consumer under this agreement.
2. (a) The Consumer shall pay to the Licensee all charges as provided for in the Tariff (or Rate) Schedule in force as approved by the Uttar Pradesh Electricity Regulatory Commission (hereinafter referred to as "the Commission") from time to time including any penal or additional charges payable by the Consumer in the event of violation of any of the stipulations under the Tariff (Rate) Schedule governing its supply.
(b) In addition to the aforementioned charges the Consumer shall also pay other statutory levies including electricity duty, taxes, charges, surcharges etc. as may be applicable from time to time.
3. THE CONSUMER HEREBY UNDERTAKES, REPRESENTS, ASSURES, WARRANTS, AGREES AND COVENANTS WITH THE LICENSEE AS FOLLOWS:
 - I. Consumer shall abide and be bounded by all the terms and conditions of the Electricity Supply Code-2005 (hereinafter referred to as the "Code") approved by the Commission, and the amendments / revisions thereto, and the provisions of the Act together with the rules framed under the Act and Indian Electricity Rules 1956 including any modifications thereof, in so far as they are applicable to the Consumer.
 - II. The Licensee shall not be held responsible in any manner whatsoever and howsoever for curtailment, interruption, staggering, diminution or stoppage of supply for reasons beyond its control and any claim on account of loss or damage arising out of the failure of supply for reasons beyond its control including but not limited to "Force Majeure conditions" shall be limited to as provided for in the Code.
 - III. Consumer shall ensure that the energy supplied at its premises is utilized as per law and authorization and that there is no unauthorized addition/alteration to the equipment. In case the Licensee has reasonable basis to understand or apprehend that there is in any way, whatsoever, contravention of above conditions, it shall be open to the designated authority of Licensee to enter the Consumer's premises for general inspection and testing of the equipment, meter and wiring etc.
 - IV. Consumer shall ensure that the meter, meter boards, service mains, MCB / CB, load limiters etc are under no circumstance handled or removed by any one other than an authorized employee / representative of the Licensee. The seals, which are fixed on the meters / metering equipment, load limiters and the Licensee's apparatus must on no account be tampered, damaged or broken. The responsibility for safe custody of Licensee's equipment and seals on the meter / metering equipment within the Consumer's premises shall be on the Consumer. In the event of any damage caused to the Licensee's equipment in the Consumer's premises by reason of any act, neglect or default by the Consumer or its representative, the costs thereof as claimed by the Licensee shall be payable by the Consumer.
 - V. Consumer shall inform in writing to the Licensee (as provided for in the Code) in the event he intends to vacate the said premises or any part thereof for which the electricity connection has been taken from the Licensee.
4. (a) All notices /intimation required or permitted hereunder shall be in writing and shall be sent in the format prescribed for in the Code. Notices may be sent by courier, registered post / speed post, fax, personal delivery, affixation, and publication in a newspaper. Notice shall be deemed to have been received by the Consumer on the expiry of 4 (four) days from the date of dispatch by courier mail, Post Office receipt in the case of delivery by registered and speed post, and in case of personal delivery simultaneous with the receipt thereof by the consumer or its employees or representative of the Consumer and in the case of publication in a newspaper simultaneous on the date of publishing of such newspaper and in the case of affixation simultaneous with the affixation of such notice at a conspicuous place of the said premises.
(b) However, the Licensee shall not be required to issue any separate notice for payment of monthly electricity consumption bills and such Bill shall be deemed to be a "Bill cum Notice" for payment of the amounts mentioned therein.
5. The outstanding dues will be a charge on the assets of the company. Before sale is made, the outstanding dues will be cleared and, in the alternative the deed to agreement / sale will specifically mention the outstanding dues and the method of its payment.
6. If the consumer after execution of declaration / agreement reduces or increases his load or changes the purpose of use or shifts his connection, he shall have to execute a fresh declaration/agreement, which will be valid for two years like the agreement executed at the time of new connection. However any relief/ concession provided in the Rate Schedule / any order of Commission / Discom as admissible to new connection shall not be admissible on execution of the fresh agreement / declaration due to change in premises / Reduction of load as above.

7. Arbitration: If any question or dispute or difference arises between the parties to this agreement as to the interpretation or effect of any provision or clause herein contained or the construction thereof or as to any other matter in any way connected with or arising out of this agreement or the operation thereof or the rights, duties or liabilities of either party in connection therewith, such question, dispute or difference shall be referred to the Arbitration of the Managing Director of the discom or the person nominated by him and the award / decision of the said Arbitrator shall be final and binding upon the parties. In case of any neglect or refusal by the nominee to proceed with the arbitration, the Managing Director of the discom may nominate another person in his place to proceed with the dispute as Sole Arbitrator.

PROVIDED that if the question dispute or difference relates to or concerns any dues chargeable to the consumer in terms of this agreement, no reference to the arbitration shall at the instance of the consumer be made till the consumer has deposited with the Licensee the amount of dues in dispute, in cash/ Bank Draft.

8. This Agreement shall be governed by the Electricity Act 2003 with all its amendments, various other laws of India for the time being in force, but not limited to various regulations of UPERC, as applicable to the state of U.P., and shall be subject to the jurisdiction of the Court subordinate to High Court of Judicature of Allahabad.

9. That the expenses on stamping (on a non judicial stamp paper of Rs 100/- only), shall be made by the Consumer for this Agreement, which need not be registered.

IN WITNESS WHEREOF the parties have executed these presents at the place, day, month and year as first above written in the presence of the under noted witnesses:

SIGNED AND DELIVERED by the within named Licensee (NAME OF DISTRIBUTION COMPANY) through Mr. _____ (name and designation) at _____ duly authorized by a Board Resolution dated _____.

SIGNED AND DELIVERED by the within named Consumer _____ through Mr. _____ (name and designation) at _____ duly authorized by a Board Resolution / Trust Deed / Partnership Deed / [Strike out whichever is not applicable] dated _____.
Both in the presence of the following witnesses:

- 1.
- 2.]

Annexure 4.13 (Ref. Clause 4.40)

This form is available free of cost

³⁽²⁾ [Application for Change of Category]

To,
The Executive Engineer,
Electricity Distribution Division,

- 1 Name of consumer:
2. Connection No. :
3. Address

4. Existing Category: Dom. L.F./ Non-dom. L.F./ S.M. Power/ Large Power
 5. Proposed Category: Dom. L.F./ Non-dom. L.F./ S.M. Power/ Large Power
 6. Reason for change of category:
- Enclosures:

- 1) Work completion certificate & test report from licensed electrical contractor
- 2) Copy of last paid bill.

Place:

Signature of the Applicant

Date:

(For office use)

1. Date of receipt of application:
2. Processing Fee:
3. Date of site inspection;
4. Date of sanction:

Acknowledgement

Received application for change of category from Sri
complete in all respect.

Con. No.

Date:

Signature
Name
Designation]