

CONSUMER SERVICES GROUP

APPLICATION FORM FOR

- NAME CHANGE
- CATEGORY CHANGE
- LOAD CHANGE
- ADDRESS CORRECTION
- RECONNECTION (Less than six months)
- DISCONNECTION

(Please refer instructions overleaf to help us serve you better)

FOR REGISTERING YOUR REQUEST/TO KNOW STATUS OF YOUR APPLICATION OR ANY FEEDBACK

CALL @ 39999707 OR LOG ON TO www.bsesdelhi.com

Also, e-mail us on brpl.customer@relianceada.com for any information, grievance, feedback, appreciation or suggestion.

General Instructions

(Please go through the instructions before filing up the form)

1. All forms of BRPL are **free of cost**.
2. In case where a copy of certain documents has to be submitted, the Applicant needs to produce the original documents for verification by BRPL representative at the time of submission; the original documents must be retained by the Applicant. However, a photocopy attested by Gazetted officer/ notary etc. is also acceptable. The copy submitted to BRPL must be self-attested by the Applicant.
3. Applicant should insist on **checking the Identity Card of BRPL representative** visiting the premises. In case of any feedback or complaint against our executive, please report to our helpline 011-39999707.
4. **Applicant must not pay any money to any BRPL representative in cash** including those providing application forms, visiting premises or installing meter. In case of any feedback, appreciation or complaint against our executive, please report to our helpline 011-39999707.
5. Only complete documents shall be accepted by our executive. However, in case of non-availability of any document at the time of visit, our executive shall assist in preparing the documentation and issue a deficiency letter indicating the document to be attached with the filled up prescribed forms/ available documents left with you, for submission of the same when completed, to your nearest customer care centre.
6. Applicant must ensure that wiring in his premises is complete and suitable metering space/protective devices at applicant side are provided including Earth Leakage Protective Device (ELCB) which is mandatory as per regulation - 42 of CEA. (Measures relating to Safety and Electricity Supply) Regulation 2010, and amended there on.

DeclarationREQUEST NO.

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I _____ son/daughter of _____ resident of _____
(hereinafter referred to as 'Applicant' which term shall mean and include executors, administrators, heirs, successors and assign) do hereby swear and declare as under

Or

The _____, a company incorporated under the provisions of the Companies Act, 1956 or as amended, 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), through its Authorised representative Mr. _____, do hereby swear and declare as under:

Or

A Sole proprietorship/ a partnership firm having its office at _____ (hereinafter referred to as the applicant which unless the context otherwise provides includes its successors and assigns), through Mr. _____, who is a partner or an authorized representative do hereby swear and declare as under :

THAT the Applicant is a lawful occupant of the premises at _____ (hereinafter the "Premises").

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

THAT in furnishing the present Declaration, the Applicant has clearly understood that should any of the statements in this declaration prove to be false or incorrect at any later stage, the licensee shall be within its lawful rights to disconnect supply to the premises without any prior notice and proceed to adjust electricity supply dues payable by the applicant against consumer security deposit and / or recover the same in accordance with Law.

THAT the Applicant has complied with all requirements under all statute for the time being in force and the Applicant himself/herself shall be held legally responsible for any issue arising out of any such noncompliance for which the licensee may initiate action in accordance with applicable law.

THAT I, the Applicant hereby agrees and undertake:

1. That no objection certificate for seeking electricity connection from the co-owner has been obtained (in case the applicant is not the sole owner of the premises).
2. 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.
3. That to the best of applicants knowledge, all electrical works done within the premises are as per Central Electricity Authority (Measures relating to Safety and Electricity Supply) Regulations, 2010 as amended from time to time.
4. That the internal Wiring at the premises has been tested by a Licensed Electrical Contractor/designated officer of the Government[#] and the test certificate is available with the applicant :

[#]In case of Government Quarters/Offices,

5. *That the building has been constructed as per prevalent building Bye-Laws and the total height of the building
(i) does not exceed 15 (fifteen) meters on the date of seeking service connection; Or
(ii) is more than 15 (fifteen) meters and Fire Clearance Certificate is available with the applicant.
6. *That there is a provision of lift in the premises and the applicant has obtained the lift fitness certificate from the Electrical Inspector for the lift in the said premises and the same is available with the applicant.
* Strike out which is not applicable
7. That the applicant has applied for the correct category of tariff as per the applicable tariff schedule. For either of the following categories of connection, the applicant has the relevant documents available with him.

A. Industrial (Tick whichever is available)

- a. (i) Valid Industrial License; or
(ii) Factory License; or
(iii) Household Licence; or
(iv) Lal Dora Certificate in case of rural village; or
(v) Any other document authorizing the applicant to run the industry
- OR
- b. (i) Occupancy-cum-completion certificate from concerned Municipal Corporation or DDA; or
(ii) Consent to Establish from Delhi Pollution Control Committee (DPCC) ; or
(iii) Provisional Industrial License ; or
(iv) Sanctioned building plan from concerned Municipal Corporation or DDA

Signature of Applicant

REQUEST NO.

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B. Agricultural Consumers

- i. Certificate of Residence from Block Development Officer; or
- ii. No Objection Certificate from Development Commissioner/Block Development Officer Delhi Jal Board for tube wells

C. Non-domestic for Khokhas and Temporary Structure

- i. The Bazaari Receipt Number; or
- ii. No Objection Certificate for Khokha/Temporary Structure from concerned Municipal Corporation of Delhi or Delhi Development Authority or any other concerned Land Owning Agency
Please provide following information in respect of certificate available with the applicant (Certificate No., issuing authority, date of issue, Purpose, validity, if applicable)

D. Charging station for electric vehicles

An undertaking by the applicant that the charging station for electric vehicles is as per the specifications as may be specified by Central Electricity Authority or Bureau of Indian Standards from time to time.

- 8. *That the industrial connection is taken based on the documents mentioned in clause 7A(b) above and I shall obtain the valid document as mentioned in clause 7A(a) above within a period of 3 months from issue of electricity connection.
* Strike out if not applicable.
- 9. That above referred applicable documents/certificates indicated at various points are available with me and can be inspected by the Licensee at any time. In case of failure or reluctance to produce/allow the inspection of said documents/certificates the licensee may disconnect the connection granted owing to such failure/, reluctance.
- 10. That I shall provide a legible and certified copy of any of above applicable documents to the licensee pursuant to order/request of any government agency, judicial forum or any other authority seeking such information.
- 11. That my industry/trade has not been declared to be releasing obnoxious hazardous/pollutant by any government agency and that no orders of any Court or judicial authority would be breached by running of my industry/trade or granting any electricity connection to the same. The licensee is indemnified against any loss accrued by the applicant on this account that on an Order issued by a Court of law or judicial authority or any government agency for disconnection of electricity, the licensee may disconnect the supply.
- 12. That I shall indemnify and hold harmless, the licensee, in case of any injury or incident on account of any fault in electrical work in the premises, and the licensee shall not be liable for any mishap or incident occurring at the premises to the applicant on account of any faulty/defective/inferior quality wiring at the premises for which the connection is being applied.
- 13. 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.
- 14. To deposit the additional security deposit and additional service line cum development (SLD) charges, if any from time to time based on the prevailing Orders/rules, directions and Regulations of the Commission.
- 15. To abide by the provisions of the Electricity Act, 2003, all applicable laws, conditions of Supply/Tariff Orders and any other Rules or Regulations as may be notified by the Commission, as applicable from time to time.
- 16. That licensee shall be at liberty to adjust the electricity consumption charges due/outstanding 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 as per provisions of regulations/rules/ orders/directions of the Commission.
- 17. That as per Delhi Electricity Regulatory Commission (Supply Code and Performance Standards) Regulations, 2017 or as amended from time to time, I shall provide suitable and adequate land space for installation of the meter/electrical equipments where the licensee may have ready access to the same.
- 18. To allow clear and un-encumbered access to the meters for the purpose of meter reading and it's checking etc.
- 19. That the licensee may disconnect the electric supply 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.
- 20. 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

SIGNED AND DELIVERED

In presence of witness

Name of Witness

ANNEXURE (1)

REQUEST NO.

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Declaration Form

Name of The Consumer _____

Mailing Address _____

Bank Name _____

Branch Name _____

Type of A/c _____

Account Number _____

IFSC Code _____

Mobile No.

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Landline No. _____

Email Id _____ @ _____

Total Amount to be refunded

1 Security Deposit (SD) _____

2 Others _____

Total _____

Signature of Consumer

Name

Date

Application Manual for Change in Connection Particulars
(Not to be submitted with Application. To be retained by Applicant)

Section 1 : Applicant Details

Please refer to this section and fill the applicable code

Code	Type of Organization
1	Company registered under the Indian Companies Act 1956
2	Society registered under Societies Registration Act 1860
3	Trust whose trust deed is executed under the Indian Trusts Act 1882
4	Partnership whose partnership deed is executed under the Indian Partnership Act 1932
5	Proprietorship

Name of Authorized Signatory: Please specify applicant name of authorized signatory as it appears in the proof of identity of the signatory. Name of signatory cannot be a joint name, please mention a single individual's name only.

Section 2 : Tariff Category Change

Table 1

Code	1. Domestic	Code	2. Industrial (except Household Industry)	Code	3. Agriculture
1.1	Domestic/residential lighting	2.1	Industry in conforming areas	3.1	Tube well for irrigation (except for activities listed in Code 4.8 of this Table)
1.2	Common meter - compound lighting/portico/staircase lighting/lifts/water pump/fire-fighting equipment in residential complexes	2.2	Industry in non-conforming area/urban area	3.2	Threshing and kutti-cutting in conjunction with pumping load for irrigation purposes
1.3	Co-operative group housing	2.3	Industry in rural area	3.3	Lighting in kothara
1.4	Domestic farmhouse - available for loads up to 21 kW to farmhouses for bonafide domestic self use and bounded farm houses having minimum 50% of the total land for agriculture/ vegetable cultivation			3.4	Mushroom cultivation
1.5	Professionals like architects/engineers/doctors/lawyers/CA's with an area upto a maximum of 50% of the area cover for carrying out professional work				
1.6	Erstwhile DVB Staff 1. S1 employed 2. S2 employed 3. S3 employed 4. DS1 5. DS2 6. DS3 7. DS4 8. DS5 9. DS6 10. DS7				
Code	4. Non-Domestic	Code	5. Other Specific purposes / uses		
4.1	Shops/Commercial complexes/Offices	5.1	Places of worship - temple/mosque/gurudwara/ Church		
4.2	Khokas/kiosks/temporary structures such as pan shops	5.2	Hostels of recognized/aided institutions of MCD/GoNCTD		
4.3	Hotels/restaurants/ice-cream parlours/eateries/inns/ Guest houses	5.3	Dispensary/hospitals/public libraries/working women's hostel/orphanage/charitable homes run by MCD/GoNCTD		
4.4	Auditoriums/cinema/libraries	5.4	Health centres approved by Department of Health, GoNCTD for providing charitable service only		
4.5	ATMs/Banks	5.5	Recognized centres for welfare of blind, deaf and dumb, spastic children, physically handicapped persons as approved by GoNCTD		
4.6	Petrol pumps	5.6	Cheshire homes/orphanage		
4.7	Farmhouses used for commercial activities such as marriage/parties etc.	5.7	Electric crematorium		
4.8	Cattle farms, fisheries, piggeries, poultry farms, floriculture, horticulture, plant nursery	Code	6. Charging of E-Rickshaw / E-Vehicle		
4.9	Hostels/schools/colleges/Hospitals, nursing homes/diagnostic centres (other than those run by MCD/GoNCTD)	6.1	Charging Stations for E-Rickshaw / E-Vehicle on Single Delivery point		
4.10	Household Industry	6.2	Charging E-Rickshaw / E-Vehicle at own premises other than Charging Station		
4.11	Any other purpose/use not indicated in any list				

Section 3 : Charges payable for Tariff Category/Load Change

- (i) Advance Consumption Deposit/ Security Deposit depending on your final load and tariff category (that shall be applicable after load / tariff category change), as specified in Table 2 below:

TABLE-1

S. No.	Tariff Category (as per Tariff Order)	Security Deposit for Permanent Connection (Rs. Per kW or per kVA as the case may be)
(1)	(2)	(3)
1	Domestic	
(i)	Upto 2kW	600
(ii)	Above 2kW upto 5kW	900
(iii)	Above 5kW	1200
2	Non-Domestic	4500
3	Industrial	4500
4	Agriculture	300
5	Public Lighting	3000
6	Railway, DMRC, DIAL DJB	3000
7	Mushroom Cultivation	600
8	Advertisement and Hoardings	4500
9	Charging stations for E-Rickshaw/E-vehicle	2500
10	Any Other Category not Specified above	To be decided by commission
S. No.	Tariff Category (as per Tariff Order)	Security Deposit for Temporary Connection (Rs. Per kW or per kVA as the case may be)
1	Refundable Security towards pre payment meter	3000

- In case of tariff category change, consumer shall have to pay only the differential security deposit amount after due adjustment of his/her existing security deposit.
 - In case of upward revision of sanctioned load or contract demand of consumer, the consumer shall remit the enhanced security deposit. {Explanation : The enhanced security deposit shall be the difference of the security deposit computed based on total load after enhancement corresponding to prevailing rates of security deposit on the date of load enhancement and the actual security deposited by the consumer.}
- (ii) Service Line cum Development charges would be payable in case a service line change is required. The charge would depend on the final sanctioned load as specified in Table 3 below:

TABLE 2

S.No.	Type of area	Sanctioned Load	Amount (Rs.)	Road Restoration Charges	Total
1	2	3	4	5	
I	Electrified Area	Upto 5 KW	3000	Actual RR charges for service line	4+5
II		6KW- 150 KW	Maximum of 25000 (3000 + 500 per KW or KVA)	Actual RR Charges for Service line	4+5
III		151KW-200 KW/ 215 KVA	25000 + 400 per KW or KVA	Actual RR Charges for Service line	4+5
I	Un-electrified Area	Upto 4 KW (Other than Agriculture)	8000 per KW	Actual RR Charges for Service line	4+5
ii		5KW - 10 KW (Other than Agriculture)	12000 per KW	Actual RR Charges for Service line	4+5

TABLE 2

S.No.	Type of area	Sanctioned Load	Amount (Rs.)	Road Restoration Charges	Total
1	2	3	4	5	
iii	Un-electrified Area	11KW - 200 KW/ 215 KVA (Other than Agriculture)	20000 per KW or KVA as may be	Actual RR Charges for Service line	4+5
IV		Upto 4 KW (Agriculture)	1600 per KW	Actual RR charges for service line	4+5
V		5KW - 10 KW (Agriculture)	2400 per KW	Actual RR charges for service line	4+5
VI		11KW - 200 KW/ 215 KVA (Agriculture)	4000 per KW or KVA as may be	Actual RR charges for service line	4+5

OTHER MISCELLANEOUS CHARGES

TABLE - 3

S.No.	Description	Charges (Rs.)
1	Non-refundable registration cum processing fee of EHT and HT connections	1000
2	Field Inspection to be scheduled on a holiday for the Licensee	500
3	Security towards pre-payment meter	3000
4	One time non-refundable charges for temporary connections	
i	LT Supply	250 per KW _(Max 25000)
ii	HT Supply	1000 per KW
5	Shifting of meter and service line ¹ on the same premises	
i	Single phase connection	500
ii	Three phase connection	1000
6	Installation Inspection Fee other than at the time of energising new connection	
i	Upto 5 kW	120
ii	More than 5kW upto 10 kW	200
iii	More than 10 kW	400
iv	HT Installation	1000
7	Special Meter Reading charges	
i	LT connection	50
ii	HT Connection	200
8	Charges for reconnection in case of change of occupancy or temporary disconnection	
i	Single phase connection	200
ii	Three phase connection	500
9	Meter testing charges	
i	Single phase	200
ii	Three phase	500
iii	CT meter	1000
iv	HT meter	4000
10	Copy of duplicate bill (> one)	20

Inspection Report

(This installation Test Report is to be certified by a Licensed Electrical Contractor. This is for reference of consumer.)

Form : M/s (wiring contractor)

Reg.No.

To : M/s BSES Rajdhani Power Limited (Name of the Licensee)

Dear Sir,

We hereby inform that Electrical inspection at the premise bearing No. / situated on road/street (as per address given below) occupied by (as per applicant's name and signature as given below) has been completed by us and is ready for your engineer to test and connect up with your mains (As per CEA measures relating to safety and electric supply) regulation 2015 was tested by us on dateand the installation resistance as per regulation 34 wasmega ohms.

ELCB (as per regulation 42) found installed : Yes () NO () Make : Capacity :

No. of circuits left to right on distribution	Size of conductor	Lamps		Fans		Plugs (5 Amp)		Plugs (15 Amp)		Other Domestic appliances		Total kw
		No	Watt	No	Watt	No	Watt	No	Watt	Description	Watt	
Circuit No . 1												
Circuit No . 2												
Circuit No . 3												
Circuit No . 4												
Circuit No . 5												
Circuit No . 6												
										Total		

Licensed Wiring Contractor Name, seal & signature							License No .				Date		D	D	M	M	Y	Y	Y	Y
Address																				
City																				

Name of the applicant										S/O																			
Address where supply is required																													
City										pin																			
Address where bill is to be Sent																													
City										Pin																			
Signature of AMPS/DGM (Licensee)															Signature of Applicant														
Date :																													

Note : As per notification no F.11 (149)/2004 Power/2386 & 2387 , Use of ISI marked motor pump sets , power capacitors, Foot/Reflex Valves in Agriculture Sectors and use of CFL and electronic Chokes in Govt. buildings/GovtAided institutions/ Boards / Corporations is mandatory.
As Per CEA guideline Regulation 14 suitable cut out should be provided at the consumer premises.
As per CEA guideline Regulation 16 earth terminal on consumer premises.
As per CEA guideline Regulation 42 earth leakage circuit breaker whose maximum earth leakage thershold for tripping should not exceed 30 milli amp. for domestic connection and 100 milli amp. for all other installation.

OUR VISION

- To be amongst the most admired and most trusted integrated utility companies in the world.
- To deliver reliable and quality products and services to all customers at competitive cost, with international standards of customer care - thereby creating superior value for all the stake holders.
- To set new benchmarks in : standards of corporate performance and governance, through the pursuit of operational and financial excellence, responsible citizenship and profitable growth.

Power Helpline

Nature of Services/Complaints

BRPL

Power Supply/

Billing & Metering/

Anti Corruption/

Door Step Services

39999707

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