

CONSUMER SERVICES GROUP

APPLICATION FORM FOR NEW CONNECTION

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

**FOR REGISTERING YOUR REQUEST / TO KNOW STATUS OF YOUR APPLICATION OR ANY
FEEDBACK CALL @ 19123 OR LOG ON TO www.bsesdelhi.com**

*Also, e-mail us on **brpl.customercare@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 **19123**.
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 **19123**.
5. All payment should be made against computerized Demand Note(s) at BSES counter/ online, and receipt thereof must be obtained and kept safely by the applicant.
6. Applicant should pay the Demand Note amount within the stipulated time at designated cash counters only at the Division Offices. Please note that payments of **Rs 20001/-** and above should be made by way of **DD/ pay order** only payable at Delhi/ New Delhi in favour of “**BSES Rajdhani Power Limited**”
7. 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.
8. 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.
9. BRPL has launched **Door Step Services** with the sole objective to facilitate our consumer in documentation and delivery of services without the help of any middlemen. Please help us in our fight against this menace.

Please fill the form in CAPITAL Letters (Please ✓ on the Appropriate Box), refer respective section of user manual

Section 1. Applicant Details (Fill as applicable)

Names of Authorized Signatory	F	I	R	S	T			M	I	D	D	L	E					L	A	S	T
Designation of Signatory																					
Type of Organisation (Refer Section 1c of New Connection Application Manual)											Date of Incorporation				D	D	M	M	Y	Y	

Please provide your contact details to help us serve you better

[illegible]

Vii	DJB		
Viii	DIAL		
ix	Railway Traction		
x	DMRC		
xi	Advertising		
xii	Temporary Supply(Refer Annexure-1		
xiii	E-Rickshaw / E-Vehicle charging (Please select category)		
	a) Public	b) Private	c) Semi Public

1

REQUEST NO.

Section 4. GENERAL PARTICULARS

4a Purpose/usage of new connection - Refer to Section 4 of Application Manual and mention relevant Code here and
Mention Description of purpose/usage as mentioned in Section 4 of Application Manual here

4b Meter Choice ☐ BSES Meter ☐ Applicant's Meter ☐ Prepaid ☐ Post Paid

4c Desired Load (kW/KVA) Voltage Level LT HT EHV Phase 1ph 3ph

4d PAN Number (if available)

4e Aadhar/Voter ID/Passport No. (if available)

4f GSTIN: (if available)

4h UPIC No: (if available)

Section 5. Nearby Installation Pole No. / Feeder No. Meter No. House No.

Section 6. ELCB installed ☐ Yes/No MCCB/Main Switch ☐ Yes/No

Section 7. List of documents attached

7a	Identity proof submitted along with this application form		7b	Proof of ownership of premises for which	
	If applicant is a person (tick any one)		1	Certified copy of title deed	
i	Certified copy of registered conveyance deed		2	Certified copy of registered conveyance deed	
ii	General Power of Attorney (GPA)		3	General Power of Attorney (GPA)	
iii	Allotment letter/ possession letter		4	Allotment letter/ possession letter	
iv	Valid lease agreement along with undertaking that the lease agreement has been signed the owner of his authorized representative		5	Valid lease agreement along with undertaking that the lease agreement has been signed the owner of his authorized representative	
v	Rent receipt for the last 3 months/ Lease agreement along with no objection certificate and proof of ownership of landlord		6	Rent receipt for the last 3 months/ Lease agreement along with no objection certificate and proof of ownership of landlord	
vi	Mutation certificate issued by a Government body		7	Mutation certificate issued by a Government body	
vii	Sub-division agreement		8	Sub-division agreement	
	If applicant is an organization (if applicable)		9	For bonafide consumer residing in JJ cluster or in other areas with no specific municipal address, the licensee may accept either ration card of electoral ration card or electoral identity card mandatory having the same address as a proof of occupancy of the premises	
	Certificate of incorporation/ registration issued by the Registrar/ Resolution of Board				

7c	* Select whichever is applicable	
a	Industrial	
	Valid Industrial license/ Factory license/ Lal Dora Certificate in case of rural village	
b	Agricultural Consumers	
i	Certificate of Residence from Block Development Officer	
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 Bazaar Receipt Number	
ii	No Objection Certificate from Khokha/ Temporary Structure for single delivery supply	

Date

Signature of Applicant/ Authorized Signatory



Acknowledgment

Documents Received:

Identity Proof:

Ownership/Occupancy Proof:

Others:

Signature of BRPL Representative

Name

Designation

Employee ID

Request No.

- For all queries related to Billing, Metering and New Connection or complaint relating to power supply, corruption or theft, please contact BRPL Call Centre 39999707
- Once message about Demand Note is received, you can download same from BSES Website www.bsesdelhi.com
- Do not make any cash payment to any BRPL representative except at the cash counters at BRPL Division offices.

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

A. That the Applicant / deponent is owner / occupant of the premises bearing no., situated at _____.

B. That I have applied for _____ new connection (Domestic/ Non-domestic/ Industrial at the above-mentioned address [Google Coordinates – (Latitude) & (Longitude)])

C. That I have submitted the ownership / occupancy documents of the said premises / property / flat.

D. I understand that mere release of electrify connection / installation of meter/issuance of bill for the use of electricity shall not be termed as confirming any ownership or other rights over the concerned land or premise.

E. The deponent undertakes:-

(a) The dwelling unit where electricity connection is applied is within the height of 15 meters without stilt parking/ 17.5 meters with stilt parking of the building.

(b) The electricity connection granted to the premises will not be used for extending electricity supply to other dwelling units.

(c) In case, it comes to my knowledge that there is illegal extension of supply or electricity is used at dwelling units beyond the height of 15 meters without stilt parking/ 17.5 meters with stilt parking of the building, I will promptly bring the same to the DISCOM's notice.

(d) I do hereby confirm and agree that I shall ensure that NO illegal extension of supply or electricity is used at dwelling units beyond the height of 15 meters without stilt parking / 17.5 meters with stilt parking of the building from my connection. I do hereby undertake that in case the illegal extension of supply or electricity is used from my connection at dwelling units beyond the height of 15 meters without stilt parking / 17.5 meters with stilt parking of the building, I shall be liable to pay all outstanding bill of the said unit along with the bill as assessed by BSES without disputing the assessment and / or raising any claim whatsoever and the DISCOM shall be free to disconnect the electricity connection immediately, without any notice.

F. I hereby undertake that I shall be using electricity for purposes applied for & shall not use / permit to use in any other manner.

G. I agree and confirm that in case of any declaration containing in the instant undertaking is found false at any later occasion, the same shall be *mutatis mutandis* be termed as breach of the agreement between BRPL and the deponent, and BRPL shall be free to take all such action as permitted under law including the same related to breach of terms of agreement.

H. I declare that the above statements are true and correct, and I shall be unequivocally liable to abide the terms stated in this undertaking cum affidavit.

DEPONENT

BSES
BSES Rajdhani Power Limited

4

SELF – DECLARATION / UNDERTAKING#

REQUEST NO. | | | | | | | | | | | | | | |

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.
21. That the applicant is having the approval for safety and/or fire clearance for EV charging station wherever applicable from the concerned department such as Petroleum and Explosives Safety Organization (PESO), Fire Department etc.
22. That I/the applicant do hereby confirm and undertake that in case of falling within the requirement as stated below:
 - (i) Total cumulative demand of all floors in the plot/ building for LT service connection exceeds 100 kW/ 108 kVA; or
 - (ii) total cumulative built up area of the premises in the plot/building exceeds 1000 sqm; or
 - (iii) plot of size above 500 sqm or above;I/the applicant shall unconditionally and unequivocally provide the space along with right to access, without any charge & in perpetuity, for installation of Distribution Transformer to BRPL to energize my connection along with supply to other outside consumers and shall execute all other documents including Sub-station Space Agreement/ Affidavit as notified by BRPL time to time.
23. If Unique Property Identification Code (UPIC) is not submitted, I declare that I will submit it with BRPL, whenever it is issued to me by the concerned authorities.
24. That the applicant is aware of all safety precautions to be followed for the running of charging station and has taken all measures for adhering to the standards of the same. The applicant undertakes to maintain/follow the said safety precautions during the use of electricity/running of charging station

Signature of the Applicant

Signed & Delivered in presence of Witness

Name of the Applicant

Name of the Witness

(Not to be submitted with Application. To be retained by Applicant)
Introduction

This manual helps you with applying to BRPL for a permanent new electricity connection. As an Applicant for such a connection, you need to fill up the following forms and submit specified documents as per of your application.

Official Forms of BRPL to be filled and submitted by the applicant (for all applications) :

1. New Connection Application cum Information Form for Permanent LT Connection along with self-attested passport size colour photograph of the applicant / authorized signatory (applicable in case of organisation) pasted on the form.
2. Declaration Supporting documents to be submitted by the Applicant (for all applications) :
 1. Copy of Proof of Identity of the applicant in whose name the connection is applied for
 2. Authorization in favour of signatory (applicable in case of organization)
 3. Copy of Proof of lawful ownership/occupancy of the premises for which the connection is applied for, in the name of the Applicant.
 4. Copy of proof of photo identity of the authorized signatory (applicable in case of organisation)

General Instructions :

1. All official forms of BRPL are free of cost.
2. In case where a copy of certain document 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. The copy submitted to BRPL must be self-attested by the Applicant.
3. The Applicant's photograph should be self-attested.
4. Applicant should insist on checking the Identity Card of BRPL representatives visiting his premises.
5. All payments should be made only against computerized Demand Note(s), and receipt thereof must be obtained and kept safely by the applicant. In case of any complaints of harassment or corruption, please report on Helpline No. : **39999707**
6. Applicant should pay the Demand Note amount within the stipulated time at the cash counter only, at the Division Offices/ Payment Counters. Please note that Payments of amount of Rs. 4001/- & above should be made by way of D. D./Pay Order payable at Delhi/New Delhi in favour of BSES Rajdhani Power Limited.

Space Requirement

The minimum space required to be provided by the developer / applicant for installation of distribution transformers shall be as under:

Sl. No.	Category	Description	Minimum Size (Meters)
(i)	For a load of 100kw to 300 kw or the plot size of 300 sq. meter to 1000 sq. meter	Installation of one number of 11kv Pole Mounted Distribution Transformer	4Mx 4M
(ii)	For a load of 100kw to 300 kw or the plot size of 300 sq. meter to 1000 sq. meter	Installation of one number of 11kv Plinth Mounted Distribution Transformer	8Mx 5M
(iii)	For a load above 300kw to 700 kw or the plot size of 1000 sq. meter to 2000 sq. meter	Installation of one number of 11kv Plinth Mounted Distribution Transformer	9Mx 5M
(iv)	For a load above 700kw to 1500 kw or the plot size of 2000 sq. meter to 4000 sq. meter	Installation of two number of 11kv Plinth Mounted Distribution Transformer	10Mx 8M
(v)	Cases not covered above		Actual size based on load requirement

Section 1: Applicant Details

- 1a. Please specify applicant name as in the proof of identity of the applicant / organization.
- 1b. Please fill details as applicable.
- 1c. Please refer to this section and fill the applicable code in Section 1c. of the Application Form

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.

Charges payable for New Connection

The charges payable by you to BSES for New connection depends on the Tariff Category and sanctioned load:

- (i) Advance Consumption Deposit / Security Deposit depending on your Sanctioned load and tariff category, as Specified in Table 1 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

- (ii) The normative SLD charges shall be payable by the applicant for taking new electricity connection at LT supply for the connections upto 200kW/215 kVA as given in Table no. 2 would be leviable.

TABLE - 2

S. No.	Type of area	Sanctioned Load	Amount (Rs.)	Road Restoration Charges	Total
1	2	3	4	5	6
I	Electrified Area & Un-electrified Area	Upto 5 KW	3000	Actual RR charges for service line	4+5
II		More than 5 kW and upto 150 kW	(Rs. 3000 + Rs. 500 per kW or per kVA as the case may be for load beyond 5kW), limited to a maximum of Rs. 15000/-	Actual RR charges for service line	4+5
III		More than 150kW to 200kW/ 215kVA	Rs.15000/- + Rs.400 per kW or per kVA as the case may be for load beyond 150kW	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 connection	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 energizing 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

Instructions for completing the New Connection Application cum Information Form for Permanent LT Connection

Section 4 : General Particulars

4a: Details about purpose / use of electricity for which the connection is applied for

Please refer to the table below and depending on the purpose / use, for which a new connection is required, specify the applicable code and description in Section 8 of the Application-cum-Information Form.

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 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				
4.11	Any other purpose/use not indicated in any list	6.2	Charging E-Rickshaw / E-Vehicle at own premises other than Charging Station		

[illegible]

do hereby declare that :-

(hereinafter referred to as the "premises").

(specify one that applies – Power of Attorney duly extended in favour of signatory, or, Board Resolution authorizing the signatory).

(full name of tenant, hereinafter referred to as the "Tenant")

4. That, if at any stage, the aforesaid facts in No Objection Letter are found to be untrue, then BRPL will have absolute right to disconnect electricity supply of the said electricity connection, as may have been provided against the application for new connection submitted by the tenant at the said premises.

I _____ Son/Daughter of Shri _____ Age _____ years
resident of _____ do hereby affirm and declare that the information given above and in
the enclosed documents is true and correct to the best of my knowledge and belief and nothing material has been concealed
therein. I am well aware that concealment of facts and giving false information is punishable offence and in case I am guilty of
giving false information or concealment of facts herein, I will be liable to be punished with imprisonment and/or fine as per the
relevant provisions of law. I also undertake that the benefits availed by me by furnishing such false information or
concealment of the facts shall be liable to be summarily withdrawn.

Signature of Applicant

Name of Applicant

Signature of Landlord

Place

Landlord's Full Name:

(Letter Head of Architect)

Ref. No.

TO WHOMSOEVER IT MAY CONCERN

This is to certify that :

1. I have personally inspected the building bearing municipal number and address as _____.
2. The said building has been constructed as per the applicable building Bye-laws duly sanctioned by the competent authority.
3. The said building comprises of _____ (specify basement, ground-floor, first floor, second floor, third floor etc).
4. The total height of the said building does not exceed 15 (fifteen) metres as measured in accordance with the building Bye-laws applicable in NCT of Delhi / National Building Code.
5. The Fire Safety Clearance Certificate from the Delhi Fire Service is not required in the case of the said building as per the prevalent building Bye-laws in NCT of Delhi.

Signature of Architect

Date	Place
------	-------

Architect's Name :

Architect's Registration Number :

SEAL

Power Helpline

Nature of Services/Complaints

BRPL

Power Supply/

Billing & Metering/

19123

Anti Corruption/

Door Step Services

**FOR REGISTERING YOUR REQUEST / TO KNOW STATUS OF YOUR
APPLICATION OR ANY FEEDBACK CALL @ 19123 OR LOG ON TO
www.bsesdelhi.com**