

Procedure & Timelines for Processing of Applications for New Connection

To

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Ref:No:

Date:

Subject: Acknowledgement of application for new connection.

Your application for new connection has been received in this office on dated In this connection it is to inform that the said application has been registered in this office and the registration No. is

Please quote the above registration number in all communications and tracking of the application on the portal.

SDO(OP), UHBVN

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Tele.No.....

To

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Ref:No:

Date:

Subject: Inspection of site/premises where new connection is required.

This is with reference to application no.dated..... regarding new connection forcategory. In this connection it is intimated that the authorized official ofsubdivision will visit the premises mentioned in the application on dated During the visit, following task will be undertaken by the inspecting employee:-

- (a) Fix the point of supply and the place where the meter and other equipment shall be installed, in consultation with the consumer.

Provided that the service line shall be laid at an accessible location and the meter shall be fixed outside or at the entry point of the premises in such a manner that it is protected from elements like rain etc. and is easily accessible without getting the premises unlocked or opened for this purpose.

- (b) Correct the full address and mention the landmarks near the premises if required and note down the pole number from where service connection is proposed to be given.

This is for your kind information please.

SDO(OP), UHBVN

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Tele.No.....

To

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Ref:No:

Date:

Subject: Advise for payment of charges – demand notice.

This is with reference to your application for new connection for category having application No.....dated.....for connected loadKW, contract demand.....KVA,Phase andKV. Your application has been provisionally accepted subject to the Nigam's test of installation being satisfactory. For the release of connection, following works are required to be carried out by the licensee:-

1. Erection of LT/HT lines :KM
2. Erection of new T/F :KVA
3. Augmentation of T/F : FromKVA toKVA

For the purpose of power supply to the premises indicated in the above mentioned application, you are requested to deposit the following charges, documents and equipment.

- a) Advance Consumption deposit : Rs.
- b) Meter Security Charges [for Nigam Meter] : Rs.
- c) Meter Cup Board Charges [For Nigam cupboard] : Rs.
- d) Meter Testing Charges [For Consumer meter] : Rs.
- e) Fixed Service Connection charges for length upto 300 mtr. : Rs.
- f) Service Connection charges for length exceeding 300 mtr : Rs.
- g) Actual Estimated Cost for release of connection : Rs.
- h) Supervision charges @ 1.5 % of Estimated Cost : Rs.
- i) Charges for the inspection of installation by CEI. : Rs.
- j) Test report from licensed contractor for connection greater than 20 KW
- k) Self certification of connected load for connections upto 20 KW

In case the above charges and documents have not been submitted within the period of Months, from the date of demand notice, the notice will automatically be lapsed and your application will be considered cancelled.

SDO(OP), UHBVN

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Tele.No.....

PAYMENT MADE IN COMPLIANCE OF DEMAND NOTICE

Accepted on behalf of Uttar Haryana Bijli Vitran Nigam for connected load of _____ KW at _____ Voltage level for a _____ category connection.

Cashier to accept on account of the following:

Date _____

Signature _____

No.	Item	Amount
1	Advance Consumption Deposit (ACD)	
2	Meter Security/Meter Cost	
3	Service Connection Charges	
4	Other Charges	
	Total	

Name _____ Designation _____ Signature _____

Received _____ Rs. _____ (Rupees

_____)

Vide Receipt No. _____ Dated _____

The Account Number allotted to applicant is _____

The Service connection order number is _____

Name _____ Signature _____ Date _____