



TATAPOWER-DDL

CONNECTION SERVICE(S) FORM

Please fill the form in CAPITAL LETTERS (please ✓ on the appropriate box)

CONNECTION SERVICE(S) REQUIRED		Form Serial No. CAE
New Connection	Connection Particular Changes for Existing Connections	Reference No.
<input type="radio"/> Permanent Connection <input type="radio"/> Temporary Connection (Regular supply / Connection) <input type="radio"/> Temporary Connection (Short term Functions)	<input type="radio"/> Reconnection (Dormant Supply) <input type="radio"/> Prepaid <input type="radio"/> Post Paid	CA. No.

A GENERAL PARTICULARS

For Individual Applicants only

Title Mr. Ms. Dr. Prof. Others | Age | Years | Date of Birth | | | | | | | | | |

Name | | | | | | | | | |

Father's/Husband's Name | Mr. | | | | | | | | | |

Mother's Maiden Name | Ms. | | | | | | | | | |

(This Information is required for caller's identification)

For Organisation/Corporate Applicants only

Name of the Organisation | | | | | | | | | |

Name of the Authorised Signatory | | | | | | | | | |

Designation of the Authorised Signatory | | | | | | | | | |

Type of Organisation | Partnership | Propriety | Private Limited | Public Limited

Complete address of location where connection is to be provided/has been provided

Type of Accomodation | Owned | Rented/Lease | Company Provided | Government Provided

House No./Flat No./Shop No. | | | | | | | | | | | Plot No./Khasra No. | | | | | | | | | |

Portion | | | | | | | | | | | Floor | | | | | | | | | | | Street Name | | | | | | | | | |

Area/Location | | | | | | | | | | | City | | | | | | | | | |

Pin | | | | | | | | | | | Phone No. | | | | | | | | | | | Mobile | | | | | | | | | |

Landmark | | | | | | | | | |

E-mail | | | | | | | | | |

Name of Premises (if any) | | | | | | | | | |

Complete billing address (where bill is to be sent/is being sent)

Same as above | if different, please specify below

House No./Flat No./Shop No. | | | | | | | | | | | Plot No./Khasra No. | | | | | | | | | |

Portion | | | | | | | | | | | Floor | | | | | | | | | | | Street Name | | | | | | | | | |

Area/Location | | | | | | | | | | | City | | | | | | | | | |

Pin | | | | | | | | | | | Phone No. | | | | | | | | | | | Mobile | | | | | | | | | |

Landmark | | | | | | | | | |

E-mail | | | | | | | | | |

Permanent Address / Registered Office Address (in case of Company)

Same as connection address | Same as billing address | If different, please specify below

House No./Flat No./Shop No. | | | | | | | | | | | Plot No./Khasra No. | | | | | | | | | |

Portion | | | | | | | | | | | Floor | | | | | | | | | | | Street Name | | | | | | | | | |

Area/Location | | | | | | | | | | | City | | | | | | | | | |

Pin | | | | | | | | | | | Phone No. | | | | | | | | | | | Mobile | | | | | | | | | |

Landmark | | | | | | | | | |

E-mail | | | | | | | | | |





TATAPOWER-DDL

CONNECTION SERVICE(S) FORM (Contd.)

Please fill the form in CAPITAL LETTERS (please ✓ on the appropriate box)

Proprietor/Landlord Address (in case of Organisation/Tenant) :											
Name											
House No./Flat No./Shop No.						Plot No./Khasra No.					
Portion			Floor			Street Name					
Area/Location						City					
Pin			Phone No.			Mobile					
Landmark											

B. GENERAL PARTICULARS

Type of Establishment											
Desired Category <input type="radio"/> Domestic <input type="radio"/> Non-Domestic <input type="radio"/> Industrial <input type="radio"/> Agricultural <input type="radio"/> Others											
Desired load (KW)				Plot area of the premises where connection is required				(1 sq. metre = 10.76 sq. ft.)			
Meter Type <input type="radio"/> TPDDL Provided <input type="radio"/> Consumer Provided						No. of Hoardings					
PAN number (if available)											
GIR/Identification/ (if available)											
Surrender of Temporary Connection Yes <input type="radio"/> No <input type="radio"/> if Yes CA No.											

C. IN CASE OF TEMPORARY CONNECTION APPLIED, CA No. OF GUARANTOR CONNECTION BE STATED.

Purpose				Proposed Supply Commencement Date				Time			
In case of temporary connection of regular supply construction CA No. of the Guarantor											
Name of Guarantor Mr./Ms.						Proposed Duration					
Guarantor Phone No.						Mobile					

*Guarantor Applicable only in case of temporary connection

"I <input type="checkbox"/> son/daughter/wife of <input type="checkbox"/>											
resident of											
hereby declare that I am consumer of TPDDL having CA No. <input type="checkbox"/> At the above mentioned address, undertakes to pay outstanding amount which may remain unpaid against the Temporary connection applied by <input type="checkbox"/> Sh <input type="checkbox"/> vide this application."											
Date						Guarantor's Signature					

D. PARTICULARS OF NAME OF APPLICANT AS APPEARING ON CHEQUE & CHEQUE DETAILS FOR SECURITY REFUND

Name of Applicant						Account No.					
Name of Bank						Name of Branch					
Cheque No.											

E. PAYMENT PARTICULARS

Cash Receipt No./DD/Cheque No.										Date	
Bank											
Branch											
<input type="radio"/> Credit Card - I here by authorise to debit my Visa <input type="radio"/> Master Card <input type="radio"/> Diners <input type="radio"/> American Express											
Card No.				Valid thru				for Rs.			
Signature as on the Card						Total Amount in words Rupees					



TATAPOWER-DDL



CONNECTION SERVICE(S) FORM (Contd.)

TATAPOWER-DDL DECLARATION

I _____ son/daughter/wife _____ 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 _____ company /firm/society etc., registered / incorporated under the provisions of the Companies Act, 1956 / Indian Partnership Act 1932/Others having its registered /Principal office _____ at _____ (hereinafter referred to as ["Applicant"] which expression shall unless repugnant to the context or meaning thereof, include its successors and assigns), do hereby swear and declare as under:

- A That the Applicant is a lawful occupant of the above mentioned premises in support of which the Applicant has enclosed valid proof of occupancy.
- B That the Applicant has requested TPDDL to provide an electricity connection at the above mentioned premises in the Applicant's name for the purpose herein mentioned .
- C That in furnishing the Declaration, the Applicant has clearly understood that should the above statements are found to be false or incorrect at any later stage, TPDDL shall have every right to disconnect supply to the Applicant without any notice and have right to adjust all due against the Consumption Deposit. That the Applicant hereby agrees and undertakes:
 1. To indemnify TPDDL against all proceedings, claims, demand, costs, damages, expenses which TPDDL may incur by reason of a fresh service connection given to the Applicant.
 2. That all the electrical work done within its premises is as per CEA Measures relating to Safety and Electric Supply Regulations 2010, Electricity Act, 2003 and statutory norms , DERC directives etc. and indemnify TPDDL against any loss suffered by it owing to fault or failure of applicant on this account.
 3. That the wiring within its premises has been certified by an authorized electrical contractor and the necessary test reports as per extant rules is attached. Further that the lift installed (if applicable) has been inspected & certified by the Lift Inspector and all fire safety norms have been complied within and the necessary fire clearance certificate (if applicable) has been issued by the competent authority. The Applicant undertakes to indemnify TPDDL against all proceedings, claims, demands, costs, damages and expenses that TPDDL may incur by reason of violation of any of the above regulations. If the wiring in Applicant's premises is not found appropriate at the time of installation and energisation of the meter TPDDL shall have right to refuse grant of connection at its sole discretion and Applicant shall keep TPDDL indemnified against any losses, claim and damages arising out of such refusal.
 4. To pay the electricity consumption bills and all other miscellaneous charges for supply as may be applicable and in force from time to time, as and when fall due.
 5. To pay any sum(s) which may be found payable to TPDDL with regards to any/ all liabilities in relation to availing electricity supply and such incidental charges.
 6. To abide by all norms & rules laid down by TPDDL, DERC and other Statutory norms as applicable from time to time with respect to connection granted to the Applicant.
 7. That every charge of electricity/any other sum* other than such charge for electricity as may be due and payable to TPDDL which remained unpaid by erstwhile owner/occupier of the premises/land shall be recoverable by TPDDL from me as a charge on the said premises. On my failure, inability to satisfy such claim of TPDDL towards the charges mentioned above, TPDDL shall be within its right to :
 - (I) transfer the said dues to any other connection (s) existing in my name and recover the same from the respective consumption deposit tendered against said connection(s); and /or
 - (II) disconnect the electricity connection under relevant provisions of the Act, Rules as applicable from time to time.

*The said any other sum would also include any bill raised towards direct theft/dishonest abstraction of energy/misuse, any assessment charges]
 8. That, I shall not provide any unauthorized connection/extension of connection or reconnection to any premises/land where any outstanding dues or sums due and payable to TPDDL exist. In case my connection is found servicing or benefitting any such unauthorized or disconnected connection, I shall be held liable for the same resulting in transfer of the outstanding dues/amount of that other connection to my electricity connection and initiation of appropriate proceeding against me under the Act, Rules, Regulations in force at that time including disconnection of my electricity connection
 9. That I shall comply with the obligations cast on registered consumer of electricity by applicable laws rules and regulations in force from time to time regarding change in consumer's name, transfer of existing connection to legal heirs/others to facilitate regular updation of the record of TPDDL pertaining to Registered consumers.
 10. That I shall not hold TPDDL responsible for any claim, demand, cost, damage, expenses which arise as a result of letting out the above premises to any tenant/third party and TPDDL shall be at liberty to provide service connection to the said third party on an application being made in that regard.
 11. I/we shall not indulge in any activity from the above premises, which has been declared illegal by any Court, Quasi Judicial, Statutory Authority, or is in violation of any applicable laws, rules, regulations in effect from time to time. Obligation to obtain all consents, permissions required for running any permissible activity from the said premises shall be completed by me/us as per law. I authorize TPDDL to disconnect the supply without notice if any fraudulent fact, forged documents/non compliance with the above stated rules, regulations etc. are found having been made by me/us and further I/we undertake to indemnify TPDDL towards any loss/damages/expenses/suffered due to such aforesaid act.
 12. That TPDDL shall be at liberty to adjust the electricity consumption charges along with any other charges against the Consumption Deposit paid by the Applicant including interest payable thereon in the event of termination of the agreement prior to expiry of the contracted period or in case of any fault or failure.
 13. Applicant shall be responsible for safe custody of Meters, CTs, Cables etc. provided by TPDDL . In case there is any damage to these equipment due to the reasons attributable to Applicant, the same shall be chargeable to the Applicant. No illegal shifting of meter shall be carried out by me /my representative failing which I shall be liable to pay meter shifting charges. The Applicant shall be responsible for any /all consequences on account of actual / attempted physical tampering of the meter, wiring, equipment, etc. Direct theft / Dishonest Abstraction of energy and any liability thereof shall be to the account of Applicant as per the applicable law.
 14. To allow clear and unencumbered access to the meters for the purpose of meter reading , inspection and its checking etc.
 15. That the Applicant would let TPDDL disconnect the Service Connection under reference in the event of any default, non-compliance of Statutory provisions , court orders, breach of any settlement, compromise entered into with TPDDL regarding any dispute and in the event of a legally binding directive by Statutory Authorities, lok adalat etc to affect such an order. This shall be without prejudice to any other right of TPDDL including that of recovering the dues from the applicant.
 16. The TPDDL shall not be held responsible for any interruption / diminution to supply of Electricity.
 17. I hereby undertake to install Earth Leakage Protective Device (ELCB) of an appropriate rating before getting the meter installed (if not already installed), failure whereof, shall be construed as violation of Regulation 42 of CEA Regulations 2010(for low voltage installations of 5KW and above) and TPDDL shall have absolute right to refuse installation of the meter applied for, till the time ELCB has been installed by me.
 18. I declare that the height of the building / premises where I am seeking new connection in compliance to the building by-laws and the height of the said building / premise is less than 15 meters, if applicable
 19. All the above declaration given by the Applicant shall be construed to be an Agreement between TPDDL and the Applicant.

Affix Recent Passport Size Photograph	Name												
	Name/Seal of Organization												
	(in case of organization/corporate applicants only)												
	Dated												
Signed and Delivered in presence of witness		Please sign with in box below											
Witness Name				Signature				Date					
Address													
								City			Pin		





TATAPOWER-DDL

LIST OF DOCUMENTS ATTACHED

CONNECTION SERVICE(S) FORM (Contd.)

(Please ✓ on the appropriate box)

S.No.	Document Description	No. Of Sheets Enclosed	Verified from Originals	
			FSE	Appraisal Desk
1.				
2.				
3.				
4.				
5.				
6.				

APPRAISAL SHEET TO BE USED BY APPRAISAL DESK OF BACK OFFICE

1. Completed Application-cum-declaration Form	<input type="radio"/> Yes	<input type="radio"/> No
2. Submitted Proof of Occupancy	<input type="radio"/> Yes	<input type="radio"/> No
3. Electrical Contractor Certificate for Internal Wiring	<input type="radio"/> Yes	<input type="radio"/> No
4. Field Service Executive Check List	<input type="radio"/> Yes	<input type="radio"/> No
5. Scheme Preparation Required (In case the Scheme required, date of intimation to concerned Zone/District/Projects)	<input type="radio"/> Yes	<input type="radio"/> No
6. No-Dues Clearance	<input type="radio"/> Yes	<input type="radio"/> No
7. Cheque Clearance for Fees if paid through cheques	<input type="radio"/> Yes	<input type="radio"/> No
8. Recommended for New Connection/Attribute Change (In case of No. Please specify the reasons)	<input type="radio"/> Yes	<input type="radio"/> No

FSE Signature & Date	Appraisal Desk Signature & Date	Approved By
Employee Code	Employee Code	Employee Code
Notes :		



TATAPOWER-DDL



INSTALLATION TEST NOTICE

TATA POWER-DDL

Form
 Wiring Contractor
 A.I.S No. _____
 CA. No. _____

To,
TATA POWER DELHI DISTRIBUTION LIMITED

Dear Sir,

We hereby inform you that Electrical installation at the premises bearing no. _____
 Situated on _____ Road/Street occupied by _____
 has been completed by us and is ready for your engineer to test and connect up with your mains. The installation was tested by us on _____
 and the installation resistance was _____ megaohms. The

Installation comprises the following:

No. of circuits left to right on Distribution	Size of Conductor	Lamps		Fans		Plugs 5 amp		Plugs 15 amp		Other appliance Descriptions	Domestic Watt	Total KW
		No.	Watt	No.	Watt	No.	Watt	No.	Watt			
Circuit NO. 1												
Circuit NO. 2												
Circuit NO. 3												
Circuit NO. 4												
Circuit NO. 5												
Circuit NO. 6												
											Total	

The size of connecting wires between the main-board and distribution board is _____

"I hereby inform that in line with Rule 61 A of India Electricity Rule 1956 (for low voltage installations of 5KW and above); an Earth Leakage Protective Device (ELCB) has been installed at the said premises"

Acceptance letter no. issued by Tata Power Delhi Distribution Limited _____

Signature of Concerned Offices

1. Licensed wiring Contractor	License No.	Date
Address		
City		Pin

Signature of Licensed wiring Contractor

2. Licensed wiring Foreman	License No.	Date
Address		
City		Pin

Signature of Licensed wiring Foreman

Applicant's Name	S/o, W/o or D/o
------------------	-----------------

Signature of Applicant

Date





**TATAPOWER-DDL
INSPECTION REPORT**

S. No	Points	Answers
1.	Is the size of conductors in each circuit correct?	
2.	Is the number of points shown in the test report correct?	
3.	Whether the wires passing through the walls protected with pipes or not?	
4.	Are all points made through proper junction boxes?	
5.	Are the sizes of cut-outs and switches used correct?	
6.	Is the place of installation same as the given overleaf?	
7.	Are the joints in the earth wire, if any, in the consumer installation satisfactory?	
8.	Have you examined every part of the installation or were some rooms opened for your inspection?	
9.	What is the general condition of workmanship?	
10.	Insulation test result by Megger : a. Across the line wire b. Between the line wire and the earth wire	
11.	Is the workmanship of the service line satisfactory? If no, what are the defects?	
12.	Is the earthed terminal, provided by Tata Power Delhi Distribution Limited at the consumer's premises for use by the consumer efficient and satisfactory?	
13.	Whether the general condition of the installation conform to the requirements of Indian Electricity Act, 2003 and can this be joined with supply mains?	

Licensed Wiring Contractor's No.

Licensed Foreman's No.

Ref. No.

CA. No.

DT No.

Particulars of the meter installed

	Meter No.	Amp	Volt	Type	MF	AC single/three phase	Installation & Connection Date	Initial Reading	Final Reading	Date of Seal Fixing & Condition
New										
Old										

Purpose for which connection is used for

Signature of Inspector

Signature of TPDDL Representative

Signature of Comercial Officer

Name of TPDDL inspector

Designation of TPDDL Representative

Note :

Final reading require in case of meter replacement only.

Above information is to be filled by inspector only and the forwarding office must ensure this.

