



Application for Shifting of Service / Meter
As per MERC (Electricity Supply Code & Other Conditions of Supply) Regulations, 2005

To:
Consumer Relations Department
The Tata Power Company Limited
Corporate Center, B-Block, 2nd Floor
34, Sant Tukaram Road, Carnac Bunder
Mumbai 400 009

Dear Sir,

I / We hereby make this application for Shifting of Service / Meter within our premises and submit the following documents along with the charges payable * :

- a) Application Registration & Processing Charges. Amount Enclosed Rs _____ (Rupees)
(As per approved MERC Schedule of Charges / Rates).
- b) Charges for shifting of Meter. Enclosed Rs _____ (Rupees)
(As per approved MERC Schedule of Charges / Rates).
- c) Copy of latest Electricity Bill duly paid.
- d) Layout Plan showing the existing and proposed location for shifting of service/meter in the premises.
- e) In case the applicant's premise is on rental / lease, please attach copy of the 'NOC' from the Owner of premises.

1. Applicant's Name (IN BLOCK LETTERS)			
Address at which supply is provided by Tata Power (please provide complete details)			
Flat/Gala/Shop No.		Building Name / Plot No./ Society	
Lane / Street			
Landmark			
Suburb/City		Pin code	
E-mail			
Phone No(s).		Fax No.	Mobile No.
Consumer No.		Meter No(s).	
Type of premises (tick as applicable)			
<input type="checkbox"/> Owned	<input type="checkbox"/> Rented	<input type="checkbox"/> Lease	<input type="checkbox"/> Others (specify)
In case of premises not owned by applicant, please furnish complete address of Owner:			
Name of the Owner			
Flat/Gala/Shop No.		Building Name/ Plot No./ Society	
Lane / Street			
Landmark			
Suburb/City		Pin code	
2. a) Is the location of meter changing outside the premise?		<input type="checkbox"/> Yes	<input type="checkbox"/> No
b) Is the supply through this meter to be retained at the same premises?		<input type="checkbox"/> Yes	<input type="checkbox"/> No
3. Supply Voltage	<input type="checkbox"/> HT	<input type="checkbox"/> LT	
4. Type of Supply	<input type="checkbox"/> Single Phase	<input type="checkbox"/> Three Phase	
5. Category of supply	<input type="checkbox"/> Residential	<input type="checkbox"/> Industrial	<input type="checkbox"/> Commercial
	<input type="checkbox"/> Shopping Malls	<input type="checkbox"/> Multiplexes	<input type="checkbox"/> Others (Specify Category)
6. Existing Load Details	Sanctioned Load (KW)		Contract Demand (KVA)

PTO

7. Important Note

Under Rule 45 of the Indian Electricity Rules, 1956, no electrical installation work including additions, alterations, repair and adjustment to an existing installation except such replacement of lamps, fans, fuses, switches, low voltage domestic appliances and fittings in no way alter its capacity or character, shall be carried out upon the premises of or on behalf of any consumer, owner, or occupier except by an electrical contractor licensed in this behalf by the State Government and under the direct supervision of a person holding a certificate of Competency and by a person holding a permit issued or recognized by the State Government.

8. Declaration:

I / We hereby agree:

- a) To pay the Charges for Shifting of Meter / Service (as per MERC approved Schedule of Charges).
- b) To pay the amount to be incurred towards the shifting of Services as per the cost estimate, which will be given by Tata Power.
- c) To be bound by MERC (Electricity Supply Code and Other Conditions of Supply) Regulations, 2005 and as amended from time to time and to provide the necessary security deposit as specified therein.
- d) To pay for the said supply at the prevailing tariff rates and also to pay the charges based on Schedule of Charges as approved by MERC for Tata Power, from time to time.
- e) Permissions for carrying out excavations etc. within consumer premises shall be obtained by the Consumer from the Housing Society / Industrial Estate / Commercial Complex. All excavations (including obtaining necessary MCGM permit) and back filling required for cable laying / diversion etc. upto the consumer premises will be carried out by Tata Power.
- f) To undertake removal of excess earth if any and permanent reinstatement of the surface at your cost.
- g) To provide suitable earth pit, in case of shifting of meter panel.
- h) To provide suitable weather protection roof for the same in case the Meter panel is mounted on wall outside the building.

Applicant's Name: _____

Signature: _____

Date: _____

Stamp of Organization:
(not applicable in case of domestic customers)

FOR OFFICE USE**Documents attached & verified:**

- Application Registration & Processing Charges.
- Charges for shifting of Meter.
- Copy of latest Electricity Bill duly paid.
- Layout Plan showing the existing and proposed location for shifting of service/meter in the premises.
- In case the applicant's premise is on rental / lease, please attach copy of the 'NOC' from the Owner of premises.

Collection of Charges

Processing Charges Rs. _____
 Meter Shifting Charges Rs. _____
 Total Amount = Rs. _____
 Paid by Cash / Cheque / Demand Draft
 (Bank _____ Instrument No. _____ Date _____)

	Name	Signature / Date	Remarks
Verification of application & all related documents by			
Verification by Field Office			
Approval for Change of Name (DGM/ AGM/Sr.Mgr CRD)			
Effectuated change of name in system			