

**PUNJAB STATE POWER CORPORATION LIMITED**  
APPLICATION AND AGREEMENT (A & A) FORM  
(HT /EHT Supply)

Self attested Passport size photograph of the applicant/ authorized signatory
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**(TO BE COMPLETED AND SIGNED BY APPLICANT)**

1)	Name of applicant / organization/ institution (identity proof to be submitted)	
	a) Aadhaar Card No.	
2)	Address (Proof to be submitted)	
	a) House/Premises no	
	b) Street no.	
	c) Area/colony	
	d) City/ Village	
	e) Telephone No.	
	f) Mobile No.	
	g) E-mail Address	
3)	Category / Purpose of supply	
4)	Load /Demand applied (kW/kVA)	
	a) Existing load/demand if any	
	b) Account no.	
	c) Additional load/demand required	
	d) Total load/demand	
5)	Permanent application no./	
6)	Processing fee receipt no. & date	
7)	Security (consumption) receipt no. & date	
8)	Security (meter) receipt no. & date	

**NOTE: The details of connected load shall be furnished in the test report to be submitted in compliance of demand notice.**

9)	Type of supply (Permanent/ Temporary)	
	a) If temporary supply specify period	
10)	Indicate if works are to be carried out by you for the service connection	
11)	Indicate if you want to install your own meter of approved make	
12)	Any electricity dues outstanding in PSPCL area of supply in consumer's name	Yes/ No
13)	Any electricity dues outstanding for the premises for which connection/ additional load	Yes/ No

14)	applied for	
	Any electricity dues outstanding of PSPCL against any firm/company with which the consumer is associated as an Owner, Partner, Director or Managing Director	Yes/ No

**NOTE : (For questions 12, 13 & 14 if the answer is 'Yes' in any case please provide details on a separate sheet)**

**VERIFICATION:**

I/we also declare that the above information is true to my /our knowledge and in case I/We violate any undertaking/instructions or any other information is found to be false at any stage, my/our electric connection may not be released and, if released, may be disconnected without prior notice and all charges deposited by me/us be forfeited.

\_\_\_\_\_  
Signature of the applicant(s)

**15) AGREEMENT FOR HIGH TENSION AND EXTRA HIGH TENSION SUPPLY**

THIS AGREEMENT MADE THIS \_\_\_ day of \_\_\_\_\_ 20\_\_ between the Punjab State Power Corporation Limited (hereinafter called the 'PSPCL' which expression shall where the context so require include its successors in office and assigns) having its Head Office at Patiala of the one part and \_\_\_\_\_ (hereinafter called 'Consumer' which expression where the context so require shall include his /her heirs, executors, administrators, legal representatives successors in business and assigns) of the other part.

Whereas the consumer has requested the PSPCL to supply him with electricity at his/her premises situated (address) \_\_\_\_\_ and indicated in red ink in the map attached hereto for the purpose of \_\_\_\_\_ and the PSPCL has agreed to supply to the consumer such electricity upon the terms and conditions hereinafter contained.

**NOW IT IS HEREBY DECLARED AND AGREED AS FOLLOWS:**

1. Subject to the provisions hereinafter contained and during the continuance of this agreement the PSPCL shall give electricity supply to the consumer at one point for (category to be mentioned) \_\_\_\_\_ supply purpose, at his/her premises referred to above for a maximum demand of \_\_\_\_\_ kVA (hereinafter called contract demand) and connected load of the \_\_\_\_\_ kW.
2. The electricity so supplied shall be of single/ two / three phase, alternating current, at a declared pressure (voltage) of \_\_\_\_\_ thousand volts between phases and at a frequency of 50 cycles per second at the terminals. The frequency and pressure of the electricity at the point of supply shall be subject to fluctuations that are ordinary, usual and incidental to the generation and transmission of electricity but such fluctuations shall not except owing to extraordinary reasons beyond the control of the PSPCL, exceed the tolerance limits permitted under or Regulations notified by CEA.
3. **a)** The consumer shall be liable to pay the cost of service connection / proportionate cost of common line (including breaker/ bay) /at the feeding sub-station (if applicable) and other equipment as per Regulation 9 of the Supply Code.  
**(b)** Notwithstanding that the cost of the full or a part of the service line has been paid for by the consumer, the ownership thereof shall vest in the PSPCL and will be maintained by the PSPCL at its cost. The PSPCL shall have a right to utilize the aforesaid service line and sub station in the consumer's premises, place apparatus other than those required to control the supply to the consumer and to lay overhead or underground feeders in the property of the

consumer with a view to connect the same with the apparatus installed in any other consumer's premises.

4. Unless otherwise agreed upon the point of supply shall be the outgoing terminals of the metering equipment/circuit breaker or the control switch gear of the PSPCL installed at the consumer's/ PSPCL premises from which electricity is supplied to the consumer.
5. The electricity supply taken from the PSPCL by the consumer under this agreement shall be measured by the meter or meters installed by the PSPCL at suitable point or points. The PSPCL shall be entitled to charge rent on account of such metering equipment at such rates as prescribed in the Schedule of General Charges.
6. The consumer shall provide and maintain at his own cost an accommodation suitable as per requirement of the PSPCL both in size and construction (to be approved by the PSPCL) for purpose of housing PSPCL metering equipment nearest to the main gate with independent access to the PSPCL and also any other equipment including measuring devices as may be considered necessary by the PSPCL.
7. The meter shall be properly sealed by the authorized representative of the PSPCL in the presence of the consumer or his representative and shall not be interfered with by the consumer.
8. The load on the three phases of supply under the agreement shall be kept so balanced by the consumer that the difference in current between any two phases at the time of maximum demand shall not exceed 5% without the prior approval of the PSPCL in writing.
9. The duly authorized employees of the PSPCL shall be entitled at all reasonable times, to enter the premises of the consumer for the purpose of inspecting and testing his (Consumer) installation and /or for reading meter and inspecting and testing any of apparatus belonging to the PSPCL on consumer's premises or for doing all things necessary or incidental to the proper giving or maintaining supply to the consumer.
10. The consumer shall be solely responsible for and shall pay for any loss or damage to any supply lines, main fuses, meters and/or other apparatus belonging to the PSPCL on the premises of the consumer whether caused maliciously or through culpable negligence or default on the part of the consumer or any of his employees.
11. The PSPCL shall not be liable for any claim for loss, damage or compensation whatsoever arising out of failure or shortage of supply when such failure or shortage is either directly or indirectly due to war, mutiny, civil commotion, riot, strike, lockout, fire, flood, tempest, lightning, earthquake or other force majeure causes or occurrences beyond the control of the PSPCL.
12. The consumer shall pay to the PSPCL every month charges for electricity supplied to the consumer in accordance with the provisions of General Conditions of Tariff and relevant Schedule of Tariff as approved by the Commission.
13. The consumer shall, when required by the PSPCL, pay Security (consumption) for the performance of the terms and conditions of this agreement as per Regulation No. 14 & 16 of the Supply Code.
14. **a)** The consumer shall agree to restrict or regulate consumption of electricity under this agreement during peak hours as may be directed by the Commission / State Govt. or any other appropriate authority.  
**b)** The consumer shall agree to the supply of electricity under this agreement being curtailed, staggered or cutoff altogether by the PSPCL if the power position or any other emergency in power system warrants such a course of action.  
**c)** The PSPCL would have the right to temporarily discontinue power to the consumer at any time, whenever it becomes necessary for the purpose of testing plant, equipments etc. and for this no compensation will be payable to the consumer.
15. **a)** The consumer shall comply with Supply Code-2014 Regulations as approved by the Commission, which shall be deemed to be a part of the agreement and shall govern the parties hereto in so far as same are applicable.

- b) The consumer shall supply to the PSPCL on demand all reasonable information including certified copies of monthly return of production of goods being submitted by him to the Central/State Excise and Sales Tax Authorities to enable the PSPCL to keep a watch over the consumption of electricity.
  - c) If any of the information supplied or undertaking given by the consumer is found to be incorrect or false or shows that he had obtained connection by misrepresentation, he will be liable to face the consequences.
16. The consumer shall not, without the previous consent/approval and execution of new agreement, assign, transfer or part with the benefit of this agreement and shall not in any manner part with or create any partial or separate interest in it.
  17. Any levy such as Sales Tax, Electricity Duty, Octroi and cess etc imposed by the State Government or any other competent authority on electricity purchased by the consumer from the PSPCL shall be payable by the consumer.
  18. This agreement shall be read and construed as subject in all respect to the provisions of the Electricity Act, 2003 or any statutory modifications thereof for the time being in force and the Rules, Regulations made there under.
  19. The consumer has agreed to bear stamp duty on this agreement, if applicable.
  20. All disputes arising under this agreement or touching or concerning any covenant or conditions of this agreement shall be dealt with in accordance with the provisions of Supply Code-2014 and EA-2003 and shall be referred to Dispute Settlement Committee / Forum for Redressal of Grievances / Ombudsman & Appellate Authority/Special Court as the case may be.

IN WITNESS WHEREOF, I \_\_\_\_\_(Name and designation) of the PSPCL representative on behalf of the PSPCL and the consumer \_\_\_\_\_ have here to set their signatures and the common seals the day, month, and year first written above.

**Signed by the above named in the presence of**

(Witnesses)

**1. (Signature)**

Name.....  
 Address.....  
 PSPCL Account No.....

Signature of Consumer or his Authorized Representative)

Name: \_\_\_\_\_  
 Designation:\_\_\_\_\_

(Witnesses)

Authorized vide Resolution No \_\_\_\_\_

or

**2. (Signature)**

Name.....  
 Address.....  
 PSPCL Account No.....

Power of Attorney No. \_\_\_\_\_

(Signature of load Sanctioning Authority with Designation & Seal on behalf of PSPCL)

**(For Official Use Only)**

- 1) Name of Sub division
- 2) Applicants Name/Designation
- 3) Type of Industry/premises
- 4) Seasonal or Non-Seasonal Industry
- 5) Category of connection
- 6) Security(Consumption) Receipt No. and Date
  - a) Existing demand, if any (kVA)
  - b) Contract demand applied (kVA)
  - c) Total contract demand sanctioned (kVA)
- 7) Supply voltage
- 8) Category of connection
- 9) Account no.
- 10) Transformer Capacity / Voltage rating

**Signature of load sanctioning authority**  
**Date.....**  
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**ACKNOWLEDGEMENT**

Application (A&A Form) of ..... (name of applicant) for..... (purpose) is hereby received on ..... (date). In this regard, the applicant is given a permanent A&A no. .... to be used for all future correspondence.

**Signature / Seal of PSPCL representative**

Name and Designation of official receiving the A&A Form

**GUIDELINES FOR APPLICANTS FOR RELEASE OF ELECTRIC CONNECTIONS /EXTENSION(s) IN  
LOAD/DEMAND**

1) The applicant shall sign each page of A&A form and submit the following documents on-line as may be applicable.

**a) Identity proof:** Application (A&A form) for new connection shall be accompanied with a photograph and identity proof of the applicant. Any of the following documents shall be considered as acceptable proof of identity if the applicant is an individual:-

- i) Voter identity card;
- ii) Passport;
- iii) Driving license;
- iv) Ration card;
- v) Photo identity card issued by Government agency/PSU;
- vi) Certificate of identity having photo issued by Gazetted officer/Tehsildar on letterhead;
- vii) PAN card; and
- viii) Aadhaar Card.

**b) Proof of Ownership/Occupancy of Premises:** The applicant shall submit proof of ownership/ occupation of the premises for which the connection is applied. Any of the following documents shall be acceptable as proof of ownership or occupancy of premises:-

- i) Copy of sale deed or lease deed or rent deed and in the case of agricultural connections a copy of khasra / girdawari / jamabandi / fard of the land;
- ii) Certificate from Panchayat etc. showing ownership of premises within phirni/lal lakir of village for DS/NRS connection;
- iii) Registered General Power of Attorney;
- iv) Municipal tax receipt or demand notice or any other related document;
- v) Letter of allotment with possession letter.

Provided that where an applicant, who is lawful occupier of the premises, is a tenant or a leaseholder and is unable to produce the consent of the owner/land lord for obtaining a connection, a separate Indemnity Bond shall be executed in favour of the PSPCL in the prescribed performa.

**c)** An application by a Partnership firm, Company or a Trust/Society shall be accompanied by following documents:

- i. An attested copy of the partnership deed signed by all the partners or by a partner authorized to sign by other partners through a Special Power of Attorney duly notarized.
- ii. A private or a public limited company, shall while submitting an application, furnish certified copies (by the Chartered Accountant of the Company) of the resolution of the Board of Directors in favour of the person authorized to sign the A&A form and other documents. The signatures of the authorized signatory shall also bear the common seal of the company. In case of change in the Board of Directors, the consumer shall intimate the Distribution Licensee (PSPCL)
- iii. An application by a Trust or a Society shall be accompanied by a certified copy of its constitution, its bye laws along with resolution in favour of the authorized signatory for signing the A&A form and other documents. The names of the managing body of the Trust or Society and their residential addresses shall also be furnished. The consumer shall intimate to the Distribution Licensee (PSPCL) every change in the managing body of the Trust or Society within one month.

**d)** Certificate from Sub Divisional Magistrate /Sub Divisional Officer (Civil) / Revenue Officer concerned regarding member of SC/ ST/ BC / BPL.

- 2) For release of new connection/additional load/demand an applicant shall submit No Objection Certificate (NOC) from the competent authority in case it is required as per any State/Central government law/notified policy or regulations framed under the Electricity Act, 2003 or specific order of any court issued from time to time restraining release of connections in any particular area/premises. The Distribution Licensee (PSPCL) shall circulate the list of cases where NoC is required, as per applicable law/policy, with the approval of the Commission.
- 3) Connected load may be determined as per table given below and complete detail shall be given in the test report to be submitted at the time of compliance of demand notice.

Category	Light point	Fan point	Wall socket	Power socket (Single phase)	Air Conditioner
DS/BS (DS purpose)	Actual or 40 Watts (half to be counted)	Actual or 60 Watts (one third to be counted)	Actual or 60 Watts (one fourth to be counted)	Actual or 1000 Watts (one fourth to be counted)	Actual or 2500 Watts (half to be counted)
NRS/ Industrial/ BS (NRS/ Industrial purposes)/AP High Tech.	Actual or 40 Watts (all to be counted)	Actual or 60 Watts (all to be counted)	Actual or 60 Watts (one third to be counted)	Actual or 1000 Watts (half to be counted)	As per name plate (all to be counted)

**Notes:**

- a) Three phase power sockets for NRS/Industrial purposes shall be taken as 6 kW each and half of the no. of sockets shall be counted.
- b) Any fraction of lamp / fan/socket/ AC shall be counted as one.
- c) Either the standard wattage of the electric switch/plug/power plug or the load actually connected to such electric switch/plug/power plug shall be considered for calculating the connected load.
- d) In case a single switch is used for controlling more than one lamp/appliance, the sum of the total capacity of all the lamps/ appliances shall be taken into account for computing connected load.
- e) The load of air conditioners/AC packages/centralized AC systems bearing ISI mark/star labeled shall be taken as per their nameplate. For non-standard 1.5 ton window/split air conditioners, the load of each shall be taken as 2.5 kW.
- f) The load of three phase power plug(s) used for equipments temporarily connected for the maintenance and operation of a green house under AP High Technology category shall be considered as 6 kW per power plug.