

**PUNJAB STATE POWER CORPORATION LIMITED**  
APPLICATION AND AGREEMENT (A & A) FORM  
(LT Supply)

Self attested  
Passport size  
photograph of  
the applicant/  
authorized  
signatory

**(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)	Schedule of electricity consuming apparatus:				
	Category	Description	No.	Wattage each	Total kW
	DS/BS (DS purpose)	a) Light Points Actual or 40 Watts (half to be counted)			
		b) Fan Points Actual or 60 Watts (one third to be counted)			
		c) Wall sockets Actual or 60 Watts (one fourth to be counted)			
		d) Power plugs Actual or 1000 Watts (one fourth to be counted)			
		e) ACs Actual or 2500 Watts (half to be counted)			
		f) Other/Motive Loads			
	NRS/ Industrial/ BS (NRS/ Industrial purposes)/ AP High Tech.	a) Light Points Actual or 40 Watts (all to be counted)			
		b) Fan Points Actual or 60 Watts (all to be counted)			
		c) Wall sockets Actual or 60 Watts (one third to be counted)			
		d) Power plugs Actual or 1000 Watts (half to be counted)			

	e) ACs As per name plate (all to be counted)			
	f) Industrial/Motive/other loads			
	Total Connected load (kW)			
5)	Load /Demand applied (kW/kVA)			
	a) Existing load/demand if any			
	b) Account no.			
	c) Additional load/demand required			
	d) Total load/demand			
6)	Permanent application no./			
7)	Processing fee receipt no. & date			
8)	Security (consumption) receipt no. & date			
9)	Security (meter) receipt no. & date			
10)	Type of supply (Permanent/ Temporary)			
	a) If temporary supply specify period			
11)	Indicate if works are to be carried out by you for the service connection			
12)	Indicate if you want to install your own meter of approved make			
13)	Any electricity dues outstanding in PSPCL area of supply in consumer's name	Yes/ No		
14)	Any electricity dues outstanding for the premises for which connection/ additional load applied for	Yes/ No		
15)	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 13, 14 & 15 if the answer is 'Yes' in any case please provide details on a separate sheet)**

- 16) I/We declare on oath that :
- I/We am/are major
  - I/We am/are owner of the premises or my/our/owner of the premises agrees to my/ our taking the said supply and his/their written consent is attached herewith.

**or**

I/We are the lawful occupier of the premises but it has not been possible for me/us to obtain consent from the owner of the premises and I/We hereby agree to keep the PSPCL indemnified and harmless against all claims made and action and proceedings taken up by the owner of the premises or any person claiming through or under him by reason of giving of this electric connection by the PSPCL to me/us.

- I/We hereby agree that I/We shall abide by the power cut restrictions/peak load hours restrictions.
- There is no other electric connection running in the above premises.

**or**

One No. DS/NRS electric connection is already existing in the above premises and I/We want to take second connection for which I/We are ready to comply with the conditions of the PSPCL.

- e) I am a Scheduled Caste/ST/BC/BPL for which copy of relevant certificate is attached.

**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)**

- 17) I/We hereby request Punjab State Power Corporation Limited (herein-after referred to as the PSPCL) to give supply for load/demand mentioned in Sr.No.5 above. I/We hereby further agree to pay for the said supply in accordance with the relevant Schedule of Tariff, as approved by the Commission from time to time and also to pay all such other charges as may become due from me/us. I/We also agree to abide by the provisions of Supply Code-2014, General Conditions of Tariff /Tariff Schedule /Tariff Orders and Electricity Act-2003 as amended from time to time.

I/We further request you to supply me/us with the necessary meter/metering equipment. I/We agree to deposit security (meter) and to pay monthly rentals for the meter / metering equipment as prescribed in the Schedule of General Charges.

**(Signature of witness)**

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

**(Signature of Applicant)**

Name.....

(Signature of officer/official verifying the correctness of the application)

Name:.....

Designation:.....

(Signature of load sanctioning authority)  
with designation  
(for and on behalf of the PSPCL)

Date.....

**FOR OFFICE USE ONLY**

- 1) Name of Sub division
- 2) Applicants Name/Designation
- 3) Is applicant a member of SC/ST/BC/BPL
- 4) Security(Consumption) Receipt No. and Date
  - a) Existing Load/Demand, if any (kW/kVA)
  - b) Load /Demand applied (kW/kVA)
  - c) Total Load/Demand Sanctioned (kW/kVA)
- 5) Supply voltage
- 6) Category of connection
- 7) Account no.

**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, 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.
  - 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) The application and agreement form duly filled in shall be submitted to the Consumer Clerk (CC)/ (RA) for further process.
- 4) RA shall give details of amount on account of Security (consumption) and Security (meter) etc. to be deposited by the applicant/consumer with the cashier.
- 5) 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.