



## Energy Costcutters Limited – Electricity Connections Form

Please complete and return this form to your dedicated account manager.

### Section 1 - Company Details

Company Name: \_\_\_\_\_  
Company No. (if applicable): \_\_\_\_\_  
Company Registered Address: \_\_\_\_\_  
Trading Type (Please tick one of the following): Charity  Sole Trader  Partnership  Limited   
Public Sector  LLP  Other  If other, please specify: \_\_\_\_\_  
Type of Business (Please tick): Micro  Macro   
Business Use: \_\_\_\_\_  
Director's D.O.B if trading less than 12 months: \_\_\_\_\_  
Director's Home Address if trading less than 12 months: \_\_\_\_\_

### Section 2 – Site Contact Details

Full Contact Name: \_\_\_\_\_  
Phone Number: \_\_\_\_\_  
Email Address: \_\_\_\_\_  
Billing Address: \_\_\_\_\_  
Site Access Contact Details (if different from above): \_\_\_\_\_

### Section 3 - Electricity Supply Details

Work Required (Please tick one of the following): New Meter Agreement and Connection  Meter Exchange   
Meter Relocation  Meter Removal  Other  If other, please specify: \_\_\_\_\_  
New / Existing MPAN (if known): \_\_\_\_\_  
Existing Meter Serial Number (if applicable): \_\_\_\_\_  
Full Supply Address (required): \_\_\_\_\_  
Current Electricity Provider (if applicable): \_\_\_\_\_  
Is the supply part of a group or an individual site (Please tick): Individual  Group   
Distribution Network Operator (DNO) (if known): \_\_\_\_\_  
Meter Operator (MOP) (if applicable, copy of countersigned MOP contract to be provided): \_\_\_\_\_

### Section 4 - Additional Electricity Supply Details

Meter Type (Please tick): CT (Current Transformer)  WC (Whole Current)   
If CT, please provide CT Ratio (if known): \_\_\_\_\_  
VT Ratio (if applicable): \_\_\_\_\_  
Power Required (Please tick): 1 Phase  3 Phase   
Voltage (Please tick): Low Voltage  High Voltage  Extra High Voltage   
Declared Capacity (KVA): \_\_\_\_\_  
Estimated Total Annual Consumption (KWH): \_\_\_\_\_  
Site Completion Date (Ready to accept metering): \_\_\_\_\_  
Meter Installation Date Required (Site works must be completed): \_\_\_\_\_  
Meter Position/Location (Please tick): Internal  External  Please specify: \_\_\_\_\_  
Any Phone Signal/Connection Issues (Please tick): Yes  No   
If yes, please provide details – \_\_\_\_\_

## Additional Information:

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**IMPORTANT** – Please note for any Electricity connection requests, we will require the following -

- Copies of documents from the Distribution Network Operator.
- Photos of the main incoming electricity service and its surroundings
- Photos of the opened distribution board, if applicable.
- Photos of any meters already on site
- A property plan indicating the areas where the supply or meters will be installed.
- Proof of the site address registered with the local council or Royal Mail.

If you do not have supply details from the network operator and require a new meter number to be created, please specify this in the '**Additional Information**' box. Ensure that your supply address is registered with the local council or Royal Mail. Additionally, a valid signed Letter of Authority is required as part of the process, which your dedicated account manager can provide.

**Failure to provide any of the above will lead to rejection of the request.**

**Customer Name:** \_\_\_\_\_

**Customer Signature:** \_\_\_\_\_

**Date Signed:** \_\_\_\_\_