



## 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: \_\_\_\_\_

### 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.

In addition to this form, please provide any documents received from the network operator regarding your supply. If you do not have any supply details from the network operator and need a new meter number created, please indicate this in the '**Additional Information**' box. Your supply address must be registered with the local council or Royal Mail. As part of the process, we also require a valid signed Letter of Authority, which your dedicated account manager can send.

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

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

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

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