

1. Documents Required to be submitted along with Online New connection Application

❖ General Documents Required (Mandatory) (PDF file of size less than 1 Mb)

- Test Report Duly filled & signed by licensed Electrical Contractor.
- Crossed Signed Non- Judicial Stamp Paper of Rs. 50(for Single Part Tariff) and Rs. 100 (For 2 Part Tariff).
- Photo copy of consumer signature.
- Witness Consumer ID & Postal Address
- **Additional Documents for Industry Consumers**
 - PAC Certificate issued by HPSEBL
(For consumers applying for Electricity Connection having contract demand more than 100 KVA, Scan copy of PAC issued by load sanctioned authority of HPSEBL is required)
 - Brief Project Report
 - Process Flow
 - Certificate of incorporation/ Registration of Firm issued by Registrar, In case of partnership: Registered partnership deed

❖ Identity/ Address Proof (Any one of These) (PDF file of size less than 1 Mb)

- PAN Card
- Adhaar Card
- Driving License
- Passport
- Voter ID
- In case of Organization: Certificate of incorporation/registration issued by the registrar and proof of authorization/resolution of board for authorizing the person.
- In case of Trust : Certificate of Registration of the Trust/ In case of partnership: Registered partnership deed.

❖ Proof of Ownership (TCP/MC/NP/Other ULB area) (PDF file of size less than 5 Mb)

- Revenue Paper of Land/Building/Premises
- Sale Deed/Lease Deed/Trust Deed/Gift Deed
- NOC from TCP/MC/NP/Other ULB area
- Allotment letter for Govt. Accommodation from concerned authority/organization
- Society registration certificate in case of Registered Society.
- Where the applicant is a Company, Trust, Educational Institution, Govt. Deptt., the application form shall be signed by an authorized person along with a relevant resolution/authority letter of the company /institution concerned. In case of a registered company all the Directors shall be jointly and severally liable.

***Note:** Maximum document size allowed is 1 Mb per document to online application for new connection & for proof of ownership document size allowed is 5 Mb per document; Signature is required in JPEG format with 20 kb size with exact width of 160px and height of 60px.