

Format for transfer of connection/mutation of name

To,
The Executive Engineer

A connection No. _____ for contracted load of _____ exists
in _____ name of _____ at
_____ (address).

It is requested that above referred connection may please be transferred in name of
_____ at same address due to following reasons:

Following documents for transfer of above connection is enclosed herewith.

1. Receipt of deposition of processing fee.
2. Registered deed/succession certificate/ _____ .
3. Fresh application form duly filled in
4. No objection from the existing consumer if available/possible.
- 5.

Thanking you.

Name, Signature, Address, Phone No of the Applicant

Acknowledgement

Application of Sh./Smt. _____ is, complete in all respect/has following
shortcomings, for transfer of connection/mutation of name against connection
No. _____ in name of _____ is hereby received on --

----- . In this connection, the applicant is given a reference No.----- to be used in
all future correspondence.

Signature of Representative of the Licensee