

ANNEXURE I

APPLICATION TO FORUM FOR REDRESSAL OF GRIEVANCE

Date: _____

1. Name of the Complainant: _____

2. Full address of the Complainant: _____

Pin Code: _____

Phone No./Mobile No.: _____

Fax No.: _____

Email id: _____

3. Nature of Connection and Consumer No. (*in case of having applied for a connection, state the application number*):

4. Distribution Licensee: _____

5. Name of the complaint receiving centre: _____

6. Category of grievance (*please tick the relevant box/ boxes*):

- a. Wrong billing ___ b. Recovery of arrears ___ c. Faulty Meter ___ d. Burnt meter ___ d. Supply interruption ___ e. Harmonics in supply ___ f. Supply voltage related ___ g. Deficient service ___ h. Delay in providing new connection ___ i. Reconnection ___ j. Change in connected load ___ k. Transfer of connection ___

l. Others (*please specify*) _____7. Name of the employee / employees (specify employee ID or department) or department against whom grievance has been filed (if any):

_____8. Details of the complaint, facts giving rise to the grievance (If space is not sufficient please attach separate sheet)

_____9. Nature of relief sought from the Forum

_____10. List of documents enclosed (Please enclose copies of any relevant documents which support the facts giving rise to the grievance)

11. Declaration

- (a) I/ We, the Complainant /s herein declare that:
- (i) the information furnished herein above is true and correct; and
 - (ii) I/ We have not concealed or misrepresented any fact stated herein above and the documents submitted herewith.
- (b) The subject matter of the present Grievance has never been submitted to the Forum by me/ or by anyone of us or by any of the parties concerned with the subject matter to the best of my/ our knowledge.
- (c) The subject matter of my / our Grievance has not been settled through the Forum in any previous proceedings.
- (d) The subject matter of my / our Grievance has not been decided by any competent authority/ court/arbitrator, and is not pending before any such authority / court / arbitrator.

Yours faithfully

(Signature)

(Complainant's name in block letters)

NOMINATION – (If the Complainant wants to nominate his representative to appear and make submissions on his behalf before the Forum, the following declaration should be submitted.)

I/We the above named consumer hereby nominate Shri/Smt. whose address is as my/our REPRESENTATIVE in the proceedings and confirm that any statement, acceptance or rejection made by him/her shall be binding on me/us. He/she has signed below in my/ our presence.

ACCEPTED

(Signature of Representative)

(Signature of Complainant)