

Annexure:

Form A – Format for filling complaint with the Forum.

Form B – Format for filling complaint with Ombudsman.

Form – A
Application for Filing Complaint
With the Consumer Grievance Redressal Forum
(See Regulation 6.2)

Name of the Complainant:

Full address of the Complainant:

RR Number:

Name of the Licensee:

Details of Complaint / Grievance:

Details of intimation of grievance by the consumer to the Licensee:

Whether any reply has been received from the Licensee:

(If yes, a copy of the reply to be attached)

Nature of relief sought:

List of documents enclosed:

Declaration:

I/We, the complaint/s herein declare that:

- (a) the information furnished herein above is true to the best of my/our knowledge, information and belief.
- (b) I/We have not concealed or misrepresented any fact stated in aforesaid columns and the documents submitted herewith.
- (c) I/We have not brought the subject matter of the present complaint before this Forum earlier.
- (d) the subject matter of the present complaint has not been decided by any Forum /Court/ Arbitrator or any other authority.

Place:

Date:

Signature of the complainant.

Nomination

(If the consumer wants to nominate his / her representative to appear and make submissions on his / her behalf before the Forum, the following declaration should be submitted)

I/We the above named consumer hereby nominate

Shri./Smt. and 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 presence.

Accepted
(Signature of Representative)

Signature of Consumer

Form - B
Application for filing complaint with Ombudsman
(See Regulation 21.3)

The Ombudsman,

.....

Sir,

Sub: Representation.

Being aggrieved the complainant named herein had submitted a complaint with the Consumer Grievance Redressal Forum established by (Name of the Licensee). The details of the complaint are as under:

Name of the complainant:

Full address of the complainant:

Details of the complaint submitted to the Consumer Grievance Redressal Authority/Forum

(A copy of the complaint and the Order should be attached)

Details of the complaint

Whether any reply has been received from the ESCOM?

(If yes, a copy of the reply to be attached)

Nature of relief sought from the Ombudsman-

(Documentary evidence to be attached)

Declaration:

I / We, the complaint/s herein declare that:

- (a) the information furnished herein above is true and correct and
- (b) I/We have not concealed or misrepresented any fact stated in aforesaid columns and the documents submitted herewith.

The complaint is filed before the expiry of one year reckoned in accordance with the provisions of Clause 11.3 (a) and (b) of the Ombudsman Regulation.

The undersigned or any of us by any of the parties concerned has not brought the subject matter of the present complaint before the Ombudsman to the best of my knowledge and belief.

The subject matter of the present complaint is not in respect of the same, which was settled through the Ombudsman in any previous proceedings.

The subject matter of the present complaint has not been decided by any Forum / Court / Arbitrator /any other authority.

Yours Sincerely

(Name and Signature of the Complainant)

Nomination of Representative

If the complainant wants to nominate his representative to appear and make submissions on his behalf before the Ombudsman the following declaration should be submitted.

I/We the above named complainant/s hereby nominate Shri / Smt.
whose address is as my/our representative in
all proceedings of this complaint and confirm that any statement, acceptance or rejection
made by him/her shall binding on me/us. He/She has signed below in my presence.

**Accepted
(Signature of representative)**

Signature of Complainant

**Place:
Date:**