



**EKO ELECTRICITY DISTRIBUTION COMPANY  
DISTRICT.....APPLICATION NO.....**

**APPLICATION FOR ELECTRICITY SUPPLY AND  
AGREEMENT FORM**

**(TO BE COMPLETED IN DUPLICATE BY THE APPLICANT AFTER STUDYING  
THE CONDITIONS AND REGULATIONS OF SUPPLY SPECIED OVERLEAF)**

2 Recent Passport  
Photograph of the  
Applicant  
  
(With Name and  
Signature behind)

**PART 1: CUSTOMER PERSONAL DATA**

1.1 NAME OF ACCOUNT  
SURNAME: (MR/MRS/MISS/CHIEF) .....  
OTHER NAMES IN FULL .....

1.2 DATE OF BIRTH.....

1.3 CONTACT TEL NO.....

1.4 EMAIL ADDRESS.....

1.5 NAME AND ADDRESS OF EMPLOYER OR BUSINESS.....

1.6 METER NUMBER (Where Applicable) .....

1.7 CUSTOMER ACCOUNT NUMBER (FOR PREMISES) .....

1.8 VALID MEANS OF IDENTIFICATION: International Passport    Driver's License    National ID Card    PVC  
(Please tick applicable one)               

1.9 PERSONAL IDENTIFICATION NUMBER (International Passport, Driver's License, National ID Card, PVC) .....

1.10 ADDRESS AT WHICH SUPPLY IS REQUIRED.....  
..... HOUSE NO.....  
BUS STOP.....LANDMARK.....LGA.....

Signature.....Date.....

1.11 TYPES OF PREMISES (BUILDING)

- 2BD Room Flat
- Tenement House
- 3BD Room Flat
- Single Room
- Shop/Boys Qtrs.
- Block of Flats
- Duplex
- Others (Please Specify) .....

1.12 USE OF THE PREMISES.....

- Residential
- Commercial
- Special
- Industrial

PREVIOUS

(A) CUSTOMER ADDRESS .....

(B) ACCOUNT NUMBER..... METER NUMBER.....

1.13 TO BE FILLED IF OCCUPIER IS DIFFERENT FROM APPLICANT  
 NAME AND ADDRESS OF OCCUPIER OF THE PREMISES.....  
 .....  
 CONTACT TEL NO(s) .....

VALID MEANS OF IDENTIFICATION: International Passport    Driver's License    National ID Card    PVC  
 (Please tick applicable one)                                                                                       

PERSONAL IDENTIFICATION NUMBER: .....

1.14 NAME AND ADDRESS OF EMPLOYER/BUSINESS.....  
 .....

1.15 CONTACT TEL No(s).....

1.16 E-MAIL .....

**PART 2: DECLARATION (TO BE COMPLETED BY CERTIFIED/REGISTERED ELECTRICAL ENGINEER/ACCREDITED ELECTRICAL CONTRACTOR)**

2.1 LOAD REQUIREMENT FOR THE PREMISES

		No.	Wattage	No.	Total H.P
A.	Lighting Points				
B.	Ceilings fans				
C.	Socket Outlets - 5 Amps - 13 Amps - 15 Amps				
D.	Cooker				
E.	Water-Heater				
F.	Air-conditioner				
G.	Others				

\*Details of Additional Equipment can be attached separately.

Total installed load.....

2.2 NATURE OF PROPERTY: OLD OR NEW

2.3 TYPE OF PROPERTY:    SINGLE HOUSE                      APARTMENT                      TERRACE                      PUMP HOUSE  
                                                                                                                     

OTHERS (Please explain) .....

2.4 DOES THE PROPERTY HAVE PLANNING PERMISSION:                      YES                      NO

2.5 DOES THE PROPERTY HAVE A METER:                                      YES                      NO

2.5.1 IF PROPERTY HAS A METER

2.5.2 METER NUMBER .....

2.5.3 CUSTOMER ACCOUNT NUMBER .....

2.5.4 METER TYPE AT PROPERTY: PRE-PAYMENT OR POST-PAID METER OR MAXIMUM DEMAND

2.6 ESTIMATED MAXIMUM LOAD FOR ..... Amperes per phase

2.7 REQUESTED VOLTAGE/TYPE OF SUPPLY .....

2.8 NAME OF THE REGISTERED ELECTRICAL ENGINEER/ELECTRICAL CONTRACTOR  
 ADDRESS.....  
 LICENSE NO ..... CATEGORY.....  
 SIGNATURE..... DATE.....

2.9 TO BE COMPLETED BY ONLY THOSE REQUESTING FOR CHANGE OF CUSTOMER CLASS  
 METER NUMBER..... ACCOUNT NUMBER.....

**PART 3: CUSTOMER’S WARRANTY AND UNDERTAKING**

3.1 I/WE HEREBY REQUEST EKO ELETRICITY DISTRIBUTION PLC TO SUPPLY US WITH ELECTRICITY AT THE ADDRESS STATED AT THE 1.10 ABOVE FOR THE PURPOSE STATED IN 1.12 ABOVE AND AGREE TO PAY ALL CHARGES MADE BY EKO ELECTRICITY DISTRIBUTION PLC IN ACCORDANCE WITH THE PREVAILING EKO ELECTRICITY DISTRIBUTION PLC TARRIF SUPPLY AS APPROVED BY NIGERIAN ELECTRICITY REGULAORY COMMISION (NERC)

3.2 I HEREBY ACKNOWLEDGE AND UNDERSTAND THAT THE METER SHALL BELONG TO THE PROPERTY AT ALL TIMES. I THEREFORE UNDERTAKE, COMMIT AND WARRANT NEVER TO MOVE, REMOVE, ALTER THE LOCATION OR TAMPER WITH THE METER OR ANY OF ITS ACCESSORIES HOWSOEVER WHETHER UPON MY EXIT OR VACATION OF THE PREMISES OR AT ANY TIME WHATSOEVER.

3.3 I/WE HEREBY INDEMNIFY AND HOLD HARMLESS THE COMPANY AGAINST ALL COSTS AND LOSSES IN THE EVENT OF ANY BREACH OF MY UNDERTAKING ABOVE INCLUDING BUT NOT LIMITED TO LITIGATION COSTS.

3.4 I/WE CONFIRM THAT THE INFORMATION GIVEN IN PART 1 ABOVE IS TRUE IN ITS ENTIRETY AND AGREE THAT IF ANY PART OF IT IS FOUND TO BE UNTRUE, THE ELECTRICITY SUPPLY MAY BE DISCONTINUED.

APPLICANT’S SIGNATURE..... DATE .....

**PART 4: FOR OFFICIAL USE ONLY**

TYPE OF APPLICATION	TICK
i. NEW SERVICE	
ii. ADDITIONAL LOAD/REPRODUCTION	
iii. CHANGE OF CUSTOMER	
iv. ADDITIONAL METER	
v. CHANGE OF TARIFF	
vi. CONVERSION FROM SINGLE PHASE TO THREE PHASE TO MD METER	
vii. IS PROPERTY EARTHED?	
viii. PLANNING PERMISSION (NEW PROPERTY)	

**4.1 CUSTOMERS REFERENCE / PREFERRED METHOD OF PAYMENT**

BY MANAGER’S CHEQUE { } BY ATM { } BY POS { } ONLINE { } CASH DEPOSIT { }  
 Please tick preferred method(s)

**4.2 PREFERRED METHOD OF RECEIVING BILLS IN ADDITION TO DELIVERY TO THE HOUSE**

(a) BILLS SENT BY SMS { } or BILLS SENT BY EMAIL { }

4.3 CUSTOMER IDENTIFICATION NO (CIN) .....

4.4 GPS COORDINATE.....

4.5 DISTRIBUTION TRANSFORMER..... 3.6 FEEDER.....

REMARK/RECOMMENDATION.....

THE ORIGINAL OF THIS APPLICATION HAS BEEN RECEIVED BY ME

NAME.....DESTINATION.....

SIGNATURE.....DATE.....

**(B) TO BE COMPLETED BY METER SUPERVISOR**

METER NO.....ACCOUNT NO.....

METER READING ON THE LAST BILL.....

FINAL METER READING ON.....IS.....  
(DATE)

SIGNATURE.....DATE.....

NAME ..... DESIGNATION.....

**(C) TO BE COMPLETED BY CREDIT CONTROL SECTION**

**THE LATEST BILL ON THE ACCOUNT IS: ..... (MONTH) ..... (AMOUNT).**

THE OUSTANDING IS ₦..... FINAL BILL AS PER PART (B) ABOVE IS ₦.....

THE TOTAL NOW DUE OF ₦..... FINAL VIDE EKO ELECTRICITY DISTRIBUTION PLC MACHINE RECEIPT NO.....

(I) WAS SETTLED ON ..... FINAL VIDE EKO ELECTRICITY DISTRIBUTION PLC MACHINE RECEIPT NO.....  
(DATE)

OF.....  
(DATE)

(II) ₦..... HAS NOT BEEN SETTLED BUT TRANSFERRED TO ACCOUNT OF ..... OF .....

ACCOUNT NO..... METER NO.....

NAME.....

ADDRESS.....

THE APPLICATION IS HEREBY CLEARED FOR FURTHER PROCESSING

SIGNATURE.....DATE.....

NAME.....DESIGNATION.....

**(D) FINAL APPROVAL**

CHECKED BY:

NAME..... DESIGNATION..... DATE.....

APPROVED BY:

NAME..... DESIGNATION..... DATE.....

## **PART 5: CONDITIONS AND REGULATIONS OF SUPPLY**

I/We ..... hereby request that Electricity be supplied in accordance with the Electricity Power Sector Reform Act 2005 of the Federal Government of Nigeria and all the relevant Codes and Regulations as approved by the Nigerian Electricity Regulatory Commission (NERC).

Eko Electricity Distribution Plc (hereinafter called “EKEDP”) will supply Electricity subject to the following conditions.

### **1. SYSTEM OF SUPPLY**

EKEDP system is Alternating Current at a frequency of 50 Hertz. The medium voltage supply will be either 230 Volts single phase or 400 Volts three phase.

### **2. INSTALLATIONS**

Wiring Installation shall be executed to the satisfaction of EKEDP which will inspect and/or test the installation.

### **3. SERVICE LINE**

The nature and location of service lines and other supply facilities shall be determined by EKEDP. EKEDP shall be at liberty at any time to take branch services off the service lines whether on the customer’s premises or not, for the purposes of supplying electricity to any other premises. The customer shall obtain all facilities required by EKEDP for all installation of the service line including the necessary Right of Way over his own and/or adjacent property which EKEDP may require. Any service line or other facilities provided by or donated by a customer shall be treated in line with the Investment in Networks Regulation by the Commission.

### **4. ACCESS TO PREMISES**

The Customer shall give EKEDP all reasonable and necessary access to the customer’s premises for the purpose of connecting, disconnecting, inspecting, testing, altering, replacing, maintaining or removing any service line, meter and/or other apparatus or any part thereto and for reading meter. EKEDP official will produce EKEDP official identity card, upon demand. The Customer shall pay a fee for each special meter reading made on request.

### **5. ADDITIONAL EQUIPMENT**

After the installation referred to in schedule 2.1 hereof has been tested and passed by EKEDP, the customer shall not have any additional equipment connected to his installation without submitting an application form to EKEDP, giving at least seven days’ notice of his intention to do so and he shall not use additional equipment until the installation has been re-tested and passed by EKEDP. Neglect of this precaution may cause interruption of supply and damage to EKEDP Equipment; hence, a penalty may be imposed for default.

### **6. TESTING AND ACCURACY OF METERS**

Should the customer or EKEDP give notice disputing the accuracy of a meter, such meter shall be tested by the Nigerian Electricity Management Services Agency (NEMSA). If the Customer considers his meter inaccurate, his notice to that effect shall be accompanied by a deposit to cover the cost of the test. In the event of the meter having an error exceeding the line of error as may be allowed by the regulation in force, the amount payable for electricity charge for the period for which the customer is charged on the last invoice rendered prior to the notice of dispute shall be determined in line with the provisions of NERC’s Regulation on Meter Reading, Billing, Cash Collection and Credit Management.

### **7. DISCONTINUANCE OF SUPPLY**

Not less than seven clear days’ notice in writing shall be given to EKEDP by the Customer before transferring ownership of the premises. In default of such notice Customer shall be liable to EKEDP for all accounts arising until such notice is received or until EKEDP accepts an application for the supply to the same installation from another Customer. EKEDP reserves the right to discontinue supply of electricity for safety, when other Customers are being connected or when EKEDP’s mains or equipment are being tested, repaired, on in cases of unavoidable interruption due to fire, flood, tempest, accidents and break-down of machinery.

### **8. PAYMENT FOR ELECTRICITY SUPPLY**

From the date supply is made available, the Customer must pay monthly for all electricity billed in accordance with the applicable rate. Official Receipts are issued by EKEDP for all payment made to it. Customers are advised on each occasion to check that the amount on their receipt corresponds with the sum paid.

**9. RESPONSIBILITY FOR EKEDP APPARATUS**

The Customer shall ensure the safety against damage or destruction by fire and shall be solely responsible for the safe custody of the meter and other apparatus belonging to EKEDP that were installed at his premises, and shall not damage, alter, remove the same, or obliterate or remove any such marks, words or numbers thereon, or permit any such damage. The Customer shall make good any such damage or reimburse EKEDP to the extent of any loss EKEDP may sustain by reason of any breach of these conditions and regulations. The Customer shall give notice to EKEDP of any break-down, failure, loss, injury or damage to the meter of any apparatus belonging to EKEDP installed in his premises.

**10. NON-LIABILITY OF EKEDP**

EKEDP will not be responsible for any loss or damage occasioned to any person or property, whether belonging to the Customer or not, arising out of any defects in or accident to the wiring installation or by the use of the electricity supplied or any apparatus that belongs to EKEDP or through any fault arising on EKEDP system or for any cause beyond their control. This provision is subject to EKEDP putting in place all reasonable safety measures to ensure a duty of care in the discharge of its responsibility to the Customer.

**11. THE IMPROPER USE OF SUPPLY**

If the Customer shall make use of the supply in such a way as to interfere with the general distribution of the electricity, immediate steps shall be taken to remedy the defects complained of or supply discontinued.

**12. BREACH OF AGREEMENT**

If the Customer shall neglect or refuse to pay for the electricity supplied in accordance with these conditions and regulations, or become subject under the bankruptcy laws or enter into liquidation or suffer execution to be made on his effects or commit any other breach of this agreement, EKEDP may terminate this agreement and/or discontinue the supply of electricity and/or remove the apparatus belonging to them subject to the provisions of NERC's Regulation on Connection and Reconnection of Electricity Services.

**13. REVISION OF CONDITIONS OF SUPPLY.**

EKEDP may from time to time, on giving notice to the Customer in writing or by public notice amend or alter any of the above conditions supply or their scale of charges and such amendment or alterations shall take effect as from the date specified in the said notice as approved by NERC.

**14. The customer and EKEDP also hereby agree to abide by and exhaust all administrative remedies as contained in the NERC Customer Complaint Handling and Procedures Regulations before resorting to any other dispute resolution or adjudicatory process.**

**CUSTOMER’S FURTHER UNDERTAKING**

This Declaration/Undertaking is executed on this \_\_\_\_ day of \_\_\_\_\_ 20\_\_ by \_\_\_\_\_ of \_\_\_\_\_ hereinafter referred to as the Applicant which unless the context otherwise provides includes his/her respective heirs, legal representatives, successors and assigns and the applicants hereby undertake and declares as under

OR...

\_\_\_\_\_, a company duly incorporated under the laws of Federal Republic of Nigeria with registration number \_\_\_\_\_, having its principal place of business at \_\_\_\_\_ (hereinafter referred to as Applicant which unless the context otherwise provides includes its successors and assigns, and the Applicant hereby undertakes and declares as hereunder

OR

\_\_\_\_\_, a sole proprietor/a partnership firm having its office at \_\_\_\_\_ hereinafter referred to as the Applicants which unless the context otherwise provides includes its successors and assigns, through Mr./Mrs./Ms. \_\_\_\_\_ who is a partner or an authorized representative hereby undertakes and declares as hereunder:.....

1. That the Applicant has applied to EKEDP for grant of a new electricity connection and to be recognized as the registered consumer in respect of the said connection at the said premises vide request no....., for a load of .....KW/h. The Applicant undertakes to supply all such documents as may be required by EKEDP in that regard and to fulfill all prescribed formalities.
2. That if the new connection requested by the Applicant is granted, the Applicant undertakes to provide any, all such documents to EKEDP as may be required by them from time to time including proof of ownership of the property (where applicable), identification documents, electrical drawings etc .
3. The Applicant unconditionally undertakes to keep EKEDP/its officers indemnified against any losses/damages/risks/liabilities/claims/prosecutions/fines/levies/compensation/proceedings which EKEDP may be subject or be made liable for or made to suffer as a result of grant/release of the new electricity connection to the Applicant on the basis of this undertaking including any legal or other expenses reasonably incurred by EKEDP in defending itself/its officers as well as for the cost/compensation(s) to which EKEDP may be subject to, under any law or pursuant to directions of any court/tribunal/authority as a result of failure to comply with the terms/conditions of the APPLICATION FORM , act of forgery, any material concealment of information, as well as those of any other relevant documents required to be executed by the Applicant or attributable to false/wrong information furnished by the Applicant in respect thereto. This indemnification shall be without prejudice to EKEDP’s right to disconnection of electricity at the relevant premises and initiation of appropriate legal proceedings.
4. That In the event of an estimated bill, the Applicant shall promptly pay all charges stated in the relevant bill.
5. That EKEDP may also demand such amounts of additional Security deposit from the Applicant from time to time as EKED PLC may deem fit as a safeguard for securing any event of non-payment on behalf of the Applicant.
6. That EKEDP has a right of set off and may without prejudice to its other rights, transfer payments and receivables from the old connection towards the new connection and vice versa.
7. That the Applicant shall use electricity only for the purposes for which it has been sanctioned by EKEDP and shall in no way be misused for any other purpose(s).
8. That the Applicant shall not extend/sublet this electricity supply to any other premises without prior written consent of EKEDP.
9. That in the event the premises is leased(or subleased) to any person or entity, the Applicant shall notify EKEDP and supply all relevant details about the tenant or lessee and the Applicant shall notify EKEDP of any change in tenant(s) or lessee(s) and update their records accordingly.
10. That the Applicant’s industry/trade has not been declared to be obnoxious, hazardous/pollutant by any Government agency and that no court orders are being infringed by grant of applied electricity connection at the premises. In case at a later date it is found otherwise, then the Applicant agrees that electricity supply should immediately be disconnected by EKEDP without any reference/notice to the Applicant.
11. That the Applicant would allow clear and unencumbered access to authorized officials of EKEDP to the premises for the purposes of meter reading, maintenance, inspection, checking, testing, prepaid meter monitoring etc.
12. That EKEDP shall be entitled to disconnect the electricity in the Applicant’s premises in the event of any default and/or non-compliance of statutory requirements and/or in consequence of an order by statutory authority/Court of Law.

13. That all details furnished in this Application Form are true to the Applicant's knowledge. If any information is found incorrect at a later date, then EKEDP will have the right to withhold/disconnect power supply to the Applicant's premises.

14. In the event of this connection being given, this Undertaking together with the Application Form shall be treated as an agreement for the connection with effect from the date the connection is given till such time as it is replaced by a fresh agreement or this agreement is terminated.

Signed and delivered by Applicant:

\_\_\_\_\_

In the presence of:

Name: .....

Address: .....

Signature: .....

Date: .....

**ACKNOWLEDGEMENT SLIP**

**APPLICATION NUMBER.....DATE.....**

**CUSTOMER'S SIGNATURE..... EKEDP REPRESENTATIVE'S SIGNATURE.....**