

## 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.

Thanking you,

Name, Signature Address, Phone No. of the Applicant

### ACKNOWLEDGEMENT

Application of Sh./Smt./M/s \_\_\_\_\_ is, complete in all respects/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 number \_\_\_\_\_ to be used in all future correspondence.

(Signatures of Representative of the Licensee)