

Minimum details to be indicated on electricity bill

A. The Licensee at least must provide following information in the bill

Name of Consumer

Address of Consumer

Connection No.

Consumer Category

Contracted Load

Voltage of Supply

Meter No.

Book No/Leger No.

Period/Month of the Bill

Address of bill issuing officer

Date

Reading
(Multiplying factor, if any)

Previous reading

Present reading

Maximum demand

Probable Next date for reading

Last date for payment

Date of disconnection, if payment is not made

Rate

Amount

Fixed charges

Energy charges

Restricted hours penalty, if any

Maximum demand charge, if any

Meter rent, if any

Load factor

Higher consumption

Electricity duty

Arrears, if any

Surcharge on arrears, if any

Total amount payable within the due date

Total amount payable after the due date

B. Following information at least must be provided on the back of the bill

Appropriation of charges

(as per clause 6.29)

Address and working hours of Collection Centres

Address and location of drop Boxes

In case of Cheque/Draft, payment may be drawn in favour of _____ Payable(Place)_____

In case of wrong billing or any other difficulty, please contact

- Designation of the Authority, Address, Telephone No.
- Complaints regarding supply can be lodged
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- Designation of the authority, address, telephone no.