

1. Online Application Process for New Connection for Commercial and Industrial purpose for load 100kw and above.

To promote Ease of Doing Business in Mumbai, the process of giving New Electric connection to Industrial & Commercial category applicants requiring load of 100 kW and above, has been stream lined. For such applications, it is made mandatory to submit the application online, upload two documents i.e. occupancy proof and identity proof online and make payment online through RTGS/NEFT at the time of submitting the application.

Your step by step guide for getting a new electric connection for your premises, just follow these three step approach which covers the entire process of filling the application and submission.

Step 1: Fill up Requisition Form – Fill up this simple form to get started with the application process.

Tips for filling and submitting the Online Application Form.

- Select New connection from available options.
- Name of the applicant should be in BLOCK LETTERS.
- Power Supply address is the detailed address of premises where Electric Supply is to be provided.
- The billing address details to be furnished only if the electricity bills are to be delivered at different premises in Mumbai other than power supply address.
- The name and address of landlord to be furnished if the premise is not owned by the applicant.
- While filling in Power Supply address details, first select PIN Code, then Area and Road.
- The fields marked as * are mandatory fields to be filled up to complete the application.
- Details of load to be furnished by giving wattage of individual appliances in the given format.

- In case of more number of appliances, enter only Total load (KW) in the Application.
- Contract Demand is system calculated based on applied load and can be changed by the applicant as per his/her requirement.
- The total amount required to be paid one time through RTGS/NEFT at the time of submitting the application will appear in the online application from when total load required is entered by the applicant.
- After filling in the entire mandatory details, press **Submit** button. The On-line application number will be generated. The application form can be printed by pressing “**Print**” button, if required for applicants record purpose.
- Confirm that On-line application number is printed on the form.

Step 2: Upload Required Documents

*After submission of online application, application no. appears with **Brows** and **Upload** tabs. Brows the necessary scanned document and then upload the documents one by one. Message appears on uploading the document.

*Only one copy of each document type has to be uploaded at a time.

*Scanned documents should be in pdf format.

*Size of pdf document must be less than 1MB.

Note: Applicant will be required to upload two self attested documents (1 document each from list **A** and **B**).

(A) Occupancy Proof. (Any one)

1. Rent receipt.
2. Ration card.
3. Sale Agreement.
4. Allotment Letter.
5. Certified copy of title deed.
6. Certified copy of registered conveyance deed.
7. Lease agreement along with no objection certificate and proof of ownership of landlord.

(B) Identity Proof. (Any one)

1. Voters ID card.
2. Driving License.
3. Pan card.
4. Pass port.
5. Bank Passbook with Photo.
6. Adhar Card.
7. Authorization letter in case of Firm/ Company.

STEP 3: Payment of Fees through RTGS/NEFT:

Applicants for **New Connection for load 100KW to 150 KW** are required to pay the Registration Fee, Connection Fee and Initial Security Deposit through RTGS/NEFT immediately upon submission of application giving reference of online application no. The total amount to be paid will appear at the time of filling on line application when total required load is entered in the application.

The details of BEST Undertaking account for making the payment through RTGS/NEFT are as under;

Name of A/C holder : BES&T Undertaking

Name of Bank : ICICI Bank

Account Number : BES ONLINE APPLICATION NO

IFSC Code : ICIC0000103

Example:

Account Number: BES1502000394; where 1502000394 is online application number.

On submission of Online Requisition for load 100KW TO 150 KW for Commercial and Industrial purpose, BEST Engineer will contact the applicant and take prior appointment for site inspection. He will also bring the application submitted by applicant and take the required attestation of Photo, signature on the application form.

