

NEW SINGLE ELECTRIC CONNECTION AND SERVICE ALTERATION REQUEST*All fields marked with an * need to be completed in order for us to issue an accurate quotation**If required, please attach additional information to this request form*

1. Site Details*			2. Customer Correspondence Details *		
<i>This is the address at which the customer would like the new supply to be laid</i>			<i>This is the address where correspondence will be sent (if different from site address)</i>		
Title:			Title:		
Full Name:			Contact Name:		
Organisation: (if appl)			Organisation: (if appl)		
House Name/Number:			House Name/Number:		
Street Name:			Street Name:		
Locality/District:			Locality/District:		
Postal Town:			Postal Town:		
Postcode:			Postcode:		
Email address(es):			Email address(es):		
Tel Numbers:			Tel Numbers:		
Best time to contact:	Morning / Afternoon		Best time to contact:	Morning / Afternoon	
3. Requesters Details *			4. Property Type *		
<i>This section provides GTC with more information about the requestor</i>			<i>This section gives GTC specific details regarding the property</i>		
In what capacity is the customer acting?			What is the type of property?	Terraced / Detached / Semi Detached / Other If 'other' e.g garage/flat please state:	
Registered Disabled with supplier?	Yes / No		If flat/maisonette, please specify floor level		
Has the customer previously applied for this work?	Yes / No		Number of Bedrooms:	Is the building Grade listed?	Yes / No
Would the customer like to receive Quotation by email?	Yes / No		What is the main use of the property?	Domestic / Non Domestic	
			Is the building existing or new build?	Existing / New Build	
			Type of heating : Gas / Electric Storage Heaters / Electric Panel Heaters Air-Source Heat Pump / Ground Source Heat Pump		
			Any electricity generation expected within the property? Yes / No / Not sure		

(continued overleaf)

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5. Meter Box Type / Position and Load Details *			6. On-Site Excavations / Site Considerations*	
What type of Meter Box do you require/prefer?			Who will be excavating on private land? (GTC can only provide external excavation)	Customer / GTC
Surface Mounted	Semi Flush fit	Internal	Will the work involve land not in the customer's ownership?	Yes / No
Description of proposed Meter location: e.g. front or side of house			If Yes, Customer to provide details of ownership i.e.: Contact details (Please note that GTC will require an easement for cables not within customer's own land and the customer will be responsible for all cost associated with this	
Description of existing Meter location (if applicable):			If YES is answered to any of the below, please provide further details in section 7.	
Single phase or 3 phase connection :			Do you know the details of any previous land use?	Yes / No / Not sure
kVA required: (please contact your electrician or installer)			Are there any difficulties on site eg. Steep steps, streams, access issues?	Yes / No / Not sure
Reason e.g EVC / PV / other:			Does your site contain any trees or hedges that may affect or is in close proximity of site excavations?	Yes / No / Not sure
			Does the land contain any substances hazardous to health or the environment (e.g. Asbestos, hydrocarbons)	Yes / No / Not sure

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7. Additional Information - attach photograph if possible

Please advise of any site anomalies eg. steep steps or high boundary walls, streams, access issues etc.



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Guidelines

We have put together these notes to help you fill out your application form and to ensure we receive all the correct information for your application to be processed easily. We look forward to working with you in the future.

Section 1 – Site Details

Please complete this section with the site address where the new connection is required.

Section 2 – Customer Correspondence Details

If different to site address, please provide contact details for correspondence

Section 3 – Requesters Details

Please complete this section if you are not in residence at the property

Section 4 – Property Type

Please provide property type, number of connections required, type of connection and electric space heating details. Also provide details if there is any onsite generation expected.

Section 5 – Meter Box Type /Position and Load Details

Details of type and location of meter(s) and load details required

Section 6 – On-Site Excavation/Site Considerations

Please complete this section to help us process your application efficiently, in a way appropriate to the environmental and practical considerations on and around the site.

Section 7 – Additional Information

Please provide any additional information that may be relevant to your application

Checklist

Please check you have enclosed the following:

- A copy of location plans showing meter positions
- site layout plans to a recognised scale, including existing road name and meter positions
- Date supply required
- Copy of planning permission
- **Your chosen electricity supplier details (if applicable). Note: We are not an electricity supplier**

Note: We are unable to process your application without the above essential information. Please ensure you sign and date the form.

Important

If you require any further assistance in completing the form, or wish to discuss your application request in more detail, please contact our Customer Services team.

Send your completed application form with supporting documentation to: OneOffConnectionElectric@gtc-uk.co.uk

One Off Connection Electric, GTC Infrastructure Ltd, Synergy House, Woolpit Business Park, Woolpit, Bury St Edmunds, Suffolk IP30 9UP