

**Annexure – 5**

(See Clause 7.5 [a])

**Format for Intimation to Consumer after Temporary Disconnection of Supply**

From

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No. \_\_\_\_\_

Dated: \_\_\_\_\_

\_\_\_\_\_ (Name of Consumer)

\_\_\_\_\_ (Address)

**Reference:**

Connection No. \_\_\_\_\_

Consumer Category \_\_\_\_\_

Contracted Load \_\_\_\_\_

This is to inform you that your supply has been temporarily disconnected with effect from \_\_\_\_\_ due to following reasons: \_\_\_\_\_

You are requested to remove the cause of disconnection and intimate this office at the earliest. You are also requested to pay sum of Rs. \_\_\_\_\_ towards disconnection, re-connection charges and \_\_\_\_\_ (Pl. mention if any other dues is to be deposited. Pl. also give break up of the total sum).

If the cause of disconnection is not removed to the satisfaction of this office, your supply shall be permanently disconnected as per clause 7.6 (i). Late payment Surcharge shall be levied as per clause 7.6 (ii)

Thanking you,

Yours faithfully

Name, Signature & Designation of the representative of the Licensee