



DOCUMENTS REQUIRED FOR NAME CHANGE

- 1) Change of name application form duly filled & signed with Photograph.
- 2) Undertaking with required personal details and photograph affixed. (Draft attached) (SD included).
- 3) Copy of latest paid electricity bill (in respect to premises, for which the application for change of name is given) along with the Application processing fees of ₹ 100/-
- 4) The security deposit, if the existing security deposit is not transferred in the name of person applying for change of name. Existing Security deposit can be transferred, if the applicant can produce receipt of Security deposit and No Objection Certificate from the registered Consumer is furnished or Bank Statement. (Either NOC or Bank Statement is mandatory).
- 5) Original NOC / Consent letter from the transferor (registered Consumer) to transferee (applicant).
If this is not possible, then NOC / Consent letter as the case may from
i) Owner or
ii) Registered / proposed housing society or
iii) Builder or
iv) Industrial Society
- 6) For cross verification of signatures (signatures of applicant or registered consumer or owner etc.), every application should enclose signature proof (PAN card or driving license or Bank letter verifying Signature etc.)
- 7) In cases, where the change of name is applied and where the load is 50 kW & above, the applicant has to sign fresh Power Supply Agreement.