

Electricity Disconnection Form

Ref. No. _____

Dated _____

The undersigned working as/worked as _____ on Regular basis/
Contract/Outsource/Research Scholar in the department/section of _____
was residing in house No. _____ inside NIT Campus.

It is requested to disconnect institute bulk supply connection house no. _____
since I have **resigned/shifted** to new house. Accordingly, the final electricity charges for house
no. _____ on my name will be paid by me/can be deducted from my salary or from any
other financial sources available in the Institute on my name.

Further, it is certified that any previous dues on accounts of the electrical connection of
house no. _____ standing against me will be soul responsibility of myself. Also, the
security deposit of Rs. _____ may please be refunded, if applicable.

**Note: Disconnection of electrical supply will only be accepted on Institute form as above and
disconnection will be done in physical presence of applicant otherwise written concent is
required to disconnect the power supply directly by electrical maintenance staff to
record final reading.**

Signature of the applicant

Name: _____

Employee ID: _____

Mobile No. _____

Email ID: _____

To:

Assistant Engineer (E)
Electrical Maintenance Section