

## Request for service – electrical works request form new and existing installations

Form must be submitted at least 15 working days prior to completion. Send completed form by email to [networkservicing@actewagl.com.au](mailto:networkservicing@actewagl.com.au) or by fax to 6293 5750. For more information please call 6293 5749.

### Work site address

Customer or business name

Unit number  Floor  Street number  Street name

Block  Section  Suburb  Existing meter number

Builders name  Contact number

Have you made contact with ActewAGL Electricity Projects Group? Yes  No  ActewAGL project number

Name of person at ActewAGL Electricity Projects Group to contact

### Work requirements

<b>Premise type</b> Commercial <input type="checkbox"/> Residential <input type="checkbox"/> Builders temp (pole) <input type="checkbox"/> Builders permanent <input type="checkbox"/> Unmetered supply <input type="checkbox"/>	<b>Connection type</b> New <input type="checkbox"/> Alteration <input type="checkbox"/> Demolition <input type="checkbox"/> UPS <input type="checkbox"/> Temp generator <input type="checkbox"/> Solar <input type="checkbox"/>	<b>Service type</b> Overhead <input type="checkbox"/> Underground <input type="checkbox"/> The service is installed? Yes <input type="checkbox"/> No <input type="checkbox"/> If no, please answer questions in next box to the right.	<b>Other information for greenfield developments</b> Are conduits installed and ready with draw wire? Yes <input type="checkbox"/> No <input type="checkbox"/> If no, what date will they be installed and ready? <input type="text"/> / <input type="text"/> / <input type="text"/>
<b>Number of premises</b> Single premise <input type="checkbox"/> Multiple premises <input type="checkbox"/> Number of house powers <input type="text"/> Number of units <input type="text"/> Spreadsheet containing unit details provided <input type="checkbox"/>	<b>Metering requirements</b> Is the meter panel ready? Yes <input type="checkbox"/> No <input type="checkbox"/> If no, what date will it be ready? <input type="text"/> / <input type="text"/> / <input type="text"/> Main meter 1 Phase <input type="checkbox"/> 3 Phase <input type="checkbox"/> Off-peak meter 1 Phase <input type="checkbox"/> 3 Phase <input type="checkbox"/> CT metering <input type="checkbox"/> Non-ActewAGL metering <input type="checkbox"/> Time clock (separate to meter) <input type="checkbox"/> Unmetered <input type="checkbox"/>		<b>Appointment details</b> Relocate service point of attachment O/H to O/H <input type="checkbox"/> O/H to U/G <input type="checkbox"/> U/G to U/G <input type="checkbox"/> U/G to O/H <input type="checkbox"/> Meter box alteration/move <input type="checkbox"/> Consumer mains upgrade <input type="checkbox"/> 1 - 3 phase upgrade <input type="checkbox"/> Drop service for minor works <input type="checkbox"/> New off-peak <input type="checkbox"/> Install solar power <input type="checkbox"/>

### Load requirements

Hot water Yes <input type="checkbox"/>	Size.....litres	Off-peak Yes <input type="checkbox"/>	Calculated maximum demand (amps per phase) <input type="text"/>
Slab heating Yes <input type="checkbox"/>	Demand.....kW	Off-peak Yes <input type="checkbox"/>	Consumer's mains size (mm <sup>2</sup> ) <input type="text"/>
Heat pump Yes <input type="checkbox"/>	Demand.....kW		Main earth connection location

### Contractor's comments

To ActewAGL This notice certifies that the installation is in accordance with the ActewAGL Service and Installation Rules and Standard Connection and Distribution contract.  
 Important notice ActewAGL will levy a charge to the signatory or authorised person for non-compliance with the ActewAGL Service and Installation Rules and Connection and Distribution Contract, or for installation defects due to obstructed access or the site not being ready for the scheduled work. All charges are as per ActewAGL Schedule of Electricity Network Charges.

### You must submit a Certificate of Electrical Safety to ACT Building, Electrical and Plumbing Control before ActewAGL will energise.

Contractor/installer  Business name

Postal address  State  Postcode

Licence number  Phone  Fax  Date  /  /

Signature

ActewAGL use only

**Appointment details** Date  /  /  Time  :  <sup>am</sup>/<sub>pm</sub>