

Application for Refund of Security Deposit

1.	Name of Applicant		
2.	C.A. / K No		
3.	Complaint No. / Notification No.		
4.	Address where connection exists		
5.	Address of Correspondence		
6.	Bank Account Details	Name of the Bank & Branch	
		Type (Saving / Current)	Saving <input type="radio"/> Current <input type="radio"/>
		Bank Account No	
		MICR No.	
7.	Please tick the correct consumer type	Individual <input type="radio"/>	Company <input type="radio"/>
		Partnership Firm <input type="radio"/>	Proprietary Firm <input type="radio"/>
8.	Whether refund required through ECS / Cheque	ECS <input type="radio"/> Cheque <input type="radio"/> (please tick)	
9.	If Cheque is required, whether it is to be sent by post or will be collected in person	Post <input type="radio"/> Collect <input type="radio"/> (please tick)	

Phone / Mobile No.: _____

Signature of Applicant

Enclosures

- 1) In case of Company, Resolution by the Board of Directors for surrender of the connection and refund of security deposit.
- 2) In case of partnership firm, a copy of the dissolution deed or signatures of more than two thirds of total number of partners on request letter for surrender of connection and refund of security deposit. The Deed should also specify the treatment of such financial processes and the manner in which such amounts can be accounted for i.e. % share of each partner.
- 3) In case of demise of the registered consumer, a copy of the will stating the transfer of ownership of the premises or NOC from the other legal heir (s).
- 4) For consumer who had taken the electric connections in the pre-reforms period [i.e before July 2002], and if the amount of security deposit is not reflected in their latest bill, they also have to submit any ONE of the following documents along with their application form:-
 - (a) Copy of security deposit receipt.
 - (b) Copy of any bill of DESU/DVB period which reflects the amount of security deposit.
 - (c) Any correspondence which reflects the amount of security deposit.

If the consumer is unable to submit any of the above documents, the claim will be processed on the basis of records available with the DISCOM.

ACKNOWLEDGEMENT

Your request / complaint has been registered along with mobile and email details. You may check the status of your request / complaint by calling at our helpline no. 011-66404040 or visiting www.tatapower-ddl.com

Notification no. _____ & expected resolution date _____