

Documents Checklist		
Premises Type	Below 80 KW / Non-Scheme	Above 80 / Scheme
New Connection		
Residential	Valid CNIC of the applicant Valid CNIC of One witness Ownership Document (only for leased area) NC Standard Affidavit on Rs 50 Stamp paper (duly attested by notary public or oath commissioner)	Valid CNIC of the applicant Valid CNIC of One witness Ownership Document NC Standard Affidavit on Rs 50 Stamp paper (duly attested by notary public or oath commissioner). Completion plan with certificate (SBCA Area)/Approved Building plan (non SBCA Areas), Approved layout plan (Housing scheme /area Planning) along with covering letter.
Commercial	Valid CNIC of the applicant Valid CNIC of One witness Ownership Document (only for leased area) NC Standard Affidavit on Rs 50 Stamp paper (duly attested by notary public or oath commissioner) NTN Certificate/ATL	Valid CNIC of the applicant Valid CNIC of One witness Ownership Document NC Standard Affidavit on Rs 50 Stamp paper (duly attested by notary public or oath commissioner) NTN Certificate/ATL also needed to verify Active Taxpayer. Completion plan with certificate (SBCA Area)/Approved Building plan (non SBCA Areas), Approved layout plan (Housing scheme /area Planning) along with covering letter.
Industry	Valid CNIC of the applicant Company Authorization letter on company letterhead / employee card/vesting card for authorized/Nominated Person along with his/her valid CNIC Ownership Document (only for leased area) List of Machinery on Rs 50 stamp paper or Company letter head Valid Trade License/NOC from Ind Association NTN Certificate/ATL Industrial Undertaking Valid CNIC of One witness NC Standard Affidavit on Rs 50 Stamp paper (duly attested by notary public or oath commissioner)	Above 40 /Scheme Case Valid CNIC of the applicant Valid CNIC of One witness. Ownership Document NC Standard Affidavit on Rs 50 Stamp paper (duly attested by notary public or oath commissioner) NTN Certificate/ATL also needed to verify Active Taxpayer. Completion plan with certificate (SBCA Area)/Approved Building plan (non SBCA Areas) Company Authorization letter on company letterhead/employee card/visiting card for authorized/Nominated Person along with his/her valid CNIC
Agriculture	Valid CNIC of the applicant Valid CNIC of One witness Ownership Document (only for leased area) NC Standard Affidavit on Rs 50 Stamp paper (duly attested by notary public or oath commissioner) List of Machinery on Rs.50 Stamp paper (duly attested by notary public or oath commissioner).	Above 15/ Scheme Case Valid CNIC of the applicant Valid CNIC of One witness Ownership Document NC Standard Affidavit on Rs 50 Stamp paper (duly attested by notary public or oath commissioner) SITE/Layout Plan

Premises Type	Below 80 KW / Non-Scheme	Above 80 / Scheme
Additional Meter		
Residential	Valid CNIC of the applicant Valid CNIC of One witness Ownership Document (only for leased area) Existing last paid bill NC Standard Affidavit on Rs 50 Stamp paper (duly attested by notary public or oath commissioner)	Valid CNIC of the applicant Valid CNIC of One witness Ownership Document NC Standard Affidavit on Rs 50 Stamp paper (duly attested by notary public or oath commissioner) Existing last paid bill

Commercial	Valid CNIC of the applicant Valid CNIC of One witness Ownership Document (only for leased area). Existing last paid bill NC Standard Affidavit on Rs 50 Stamp paper (duly attested by notary public or oath commissioner) NTN Certificate/ATL	Valid CNIC of the applicant Valid CNIC of One witness Ownership Document Existing last paid bill NC Standard Affidavit on Rs 50 Stamp paper (duly attested by notary public or oath commissioner) NTN Certificate/ATL also needed to verify Active Taxpayer.
Industry	Valid CNIC of the applicant Company Authorization letter on company letterhead / employee card/vesting card for authorized/Nominated Person along with his/her valid CNIC Ownership Document (only for leased area) List of Machinery on Rs 50 stamp paper or Company letter head Valid Trade License/NOC from Ind Association NTN Certificate/ATL Industrial Undertaking Valid CNIC of One witness Existing last paid bill NC Standard Affidavit on Rs 50 Stamp paper (duly attested by notary public or oath commissioner)	Above 40 /Scheme Case Valid CNIC of the applicant Valid CNIC of One witness. Ownership Document NC Standard Affidavit on Rs 50 Stamp paper (duly attested by notary public or oath commissioner) NTN Certificate/ATL also needed to verify Active Taxpayer Existing last paid bill Company Authorization letter on company letterhead/employee card/visiting card for authorized/Nominated Person along with his/her valid CNIC

Premises Type	Below 80 KW / Non-Scheme	Above 80 / Scheme
Load Extension		
Residential	Valid CNIC of the applicant Valid CNIC of One witness Ownership Document (only for leased area) if applicant name differs name on existing bill. Existing last paid bill NC Standard Affidavit on Rs 50 Stamp paper (duly attested by notary public or oath commissioner).	Valid CNIC of the applicant NC Standard Affidavit on Rs 50 Stamp paper (duly attested by notary public or oath commissioner) Existing last paid bill / customer account number/consumer number (if Applicant name is appearing on existing bill) subject to the condition that no arrears/deferred amount/installments are pending (Proof of ownership or change of name is required if applicant name is not appearing on KE BILL)
Commercial	Valid CNIC of the applicant Valid CNIC of One witness Ownership Document (only for leased area) if applicant name differs name on existing bill. Existing last paid bill NC Standard Affidavit on Rs 50 Stamp paper (duly attested by notary public or oath commissioner) Company Authorization letter on company letterhead/employee card/visiting card for authorized/Nominated Person along with his/her valid CNIC (in company cases) NTN Certificate/ATL	Valid CNIC of the applicant NC Standard Affidavit on Rs 50 Stamp paper (duly attested by notary public or oath commissioner) NTN Certificate/ATL also needed to verify Active taxpayer. Company Authorization letter on company letterhead/employee card/visiting card for authorized/Nominated Person along with his/her valid CNIC (in company cases). Existing last paid bill / customer account number/consumer number (if Applicant name is appearing on existing bill) subject to the condition that no arrears/deferred amount/installments are pending (Proof of ownership or change of name is required if applicant name is not appearing on KE BILL)
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	Company Authorization letter on company letterhead for authorized/Nominated Person	
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Temporary Connection

Residential / Commercial / Industry / Agriculture	Valid CNIC of the applicant Valid CNIC of One witness Ownership Document (only for leased area) NC Standard Affidavit on Rs 50 Stamp paper (duly attested by notary public or oath commissioner) NOC of relevant agencies/authorities (EIK /Society/ CBC/ DHA etc.) - NTN Certificate (For Commercial & Industry) Company Authorization letter on company letterhead/employee card/visiting card for authorized/Nominated Person along with his/her valid CNIC (in company cases)	Above 25 /Scheme Case Valid CNIC of the applicant. Valid CNIC of One witness Ownership Document NC Standard Affidavit on Rs 50 Stamp paper (duly attested by notary public or oath commissioner). NOC for TL connection from EIK For all Industrial and Commercial connection. NTN Certificate/ATL also needed to verify Active Taxpayer.
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Premises Type	Below 80 KW / Non-Scheme	Above 80 / Scheme
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Load Regularization

Agriculture	Valid CNIC of the applicant Valid CNIC of One witness Ownership Document (only for leased area) if applicant name differs name on existing bill Existing last paid bill NC Standard Affidavit on Rs 50 Stamp paper (duly attested by notary public or oath commissioner) List of Machinery (on a Rs.50 stamp paper duly attested by a Notary public) LR Notice served by K.E	Above 15/ Scheme Case Valid CNIC of the applicant NC Standard Affidavit on Rs 50 Stamp paper (duly attested by notary public or oath commissioner) LR Notice served by K. E Existing last paid bill / customer account number/consumer number (if Applicant name is appearing on existing bill) subject to the condition that no arrears/deferred amount/installments are pending (Proof of ownership or change of name is required if applicant name is not appearing on KE BILL)
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Residential / Commercial /		

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Reinforcement

Residential / Commercial	Valid CNIC of the applicant Valid CNIC of One witness Ownership Document (only for leased area) if applicant name differs name on existing bill. Existing last paid bill NC Standard Affidavit on Rs 50 Stamp paper (duly attested by notary public or oath commissioner NTN Certificate/ATL (For Commercial).	
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Documents requirements for Test Form submission (Residential / Commercial / Industrial / Agriculture)

Mandatory Documents requirements

Test form issued by concern authority EIK
Work Commencement Report
Power contract undertaking on Rs. 50/Stamp paper
Fitness Certificate (For Industries only)
Challan (For commercial only)

Different Scenarios and Additional document requirements

S. NO.	Scenario	Additional Required Documents
General Scenario		
1	Multiple Owners/ Owner Deceased in Multiple owners	<p>In case multiple owners are applying for NC, everyone should sign with their name on application form along with copy of valid CNICs.</p> <p>If not applied by all owners, NOC from the remaining owner(s) on Rs 50 stamp paper with copy of valid CNICs should be submitted along with the application form. (Format provided in download section)</p> <p>If property has multiple owners and one owner has deceased, then other owner(s) can apply on basis of undertaking on Rs 50 stamp paper (Format provided in download section) along with of deceased person with death certificate with deceased undertaking on Rs 50 stamp paper (format provided in download section) by mutually nomination one owner.</p> <p>In case of more than one owner, NOC on Rs 50 stamp paper (Format provided in download section) of other owner(s) with copy of CNIC is required along with ownership documents of other(s) plots.</p>
2	If Property documents are in the name of deceased person (Owner)	<p>Any of the blood relative of the deceased person can apply for electrical meter on basis of Undertaking of deceased on Rs 50 stamp paper. (Format provided in download section)</p> <p>Death Certificate of the deceased person</p> <p>For A80, DDS/Scheme: In cases where the premises is on deceased name, then it is required to obtain succession certificate/Letter of administration from NADRA or competent Court of Law, as the case maybe. With dead certificate</p>
3	Amalgamated Plot	<p>Ownership documents of the other plot(s) If other plot owner is different NOC on Rs 50 stamp papers from the other owner(s) with valid CNIC</p> <p>For A80, DDS/Scheme: Amalgamation letter from concerned authority would amount to an updated title document in the shape of one plot with a revised address. In such case applicant would have to produce amalgamation letter or updated title document for the newly created plot/premises in his/her name.</p>
4	Multi-story - Sub Lease	<p>Energized Multi-story where applicant is applying for new connection based on sub-lease (separate ownership doc) for single meter case can be registered.</p>
5	Sub-Let (Tenant) Case on Private/Govt. land	<p>NOC from Land Load on Rs 50 stamp paper with valid CNIC</p> <p>The sub-let case registers on the name of landlord as per ownership documents in Residential cases</p>

		The Sub-let case for commercial premise i.e. mobile towers/ banks etc. Will be registers on the name of Tenant
		In case tenant is on state or Govt. owned property land ownership document of premise will not require. NOC require from Concern Authority
6	Place of Worship	In case ownership is not available then Trust Deed OR Waqf Deed OR NOC from any concerned authorities, e.g., KMC, DMC, Town office mentioning plot number of the premises where place of worship is built.
7	Authority Letter	Authority letter on letter head on Plain paper stating contact/authorized person with his CNIC
8	NOC from DHA /Society/Developer	NOC of DHA in case of DHA & DHA Phase-VII, VII Ext., VIII & VIII Ext. / NOC of Society / NOC of CBC. Where applicable
9	Plant Nursery/Sing boards/advertisements sites	NOC from Concern authority/agency i.e., KDA, KMC, DCO, DMC, CBC, CBF etc. along with agreement for the same. No ownership document will be required
10	Housing Societies/ Multi-story (above 630 kVA Substation Case)	Submission of design book (load assessment/load flow analysis/list of equipment (LEQ)/complete scheme design including LT distribution and busbar arrangement) (Housing Societies/ Multi-story (above 630 kVA Substation Case)
Company Cases		
11	Incorporated company	Certificate of incorporation BOD resolution authorizing person to sign and execute application List of directors with complete address and copy of CNICs
Industrial Cases		
Other Scenario		
12	Stone Crushing	NOC from Environment protection agencies (Dept. of Mines and Minerals, Dept. of industries, commerce and Minerals or any other relevant local body, agency, authority, or Govt. dept.)

Additional Documents:		
1	NTN Certificate/ATL	For All Industrial and commercial connection, NTN Certificate/ATL require
2	General Sales Tax registration	Industrial/Commercial Connections (If available)