



## CEB SSDG Net-Billing Scheme

**Scheme exclusively for CEB Domestic Customers in Tariff Categories 110, 120 and 140 consuming on average 300 kWh or less electricity per month**

## Application Form

### 1. Instruction/Information to Applicant and CEB Officers

- **This application form may be filled with the assistance of a CEB officer.**
- Eligible applicant should submit the duly filled and signed application form, accompanied with all requested documents, in any CEB Customer Services Centre.
- The information provided in this application form together with all requested documents will be used to perform the Administrative Qualification Assessment of the application.
- Application form with incomplete, incorrect and false information will not be considered.
- Application form will be processed only upon submission of requested documents.
- Duly filled application form, accompanied with all requested documents, will be treated on the *first-come, first-serve* principle.
- Application form of eligible Customers which could not be entertained will be kept in a waiting list.
- A notification/reference number will be given upon submission of this duly filled and signed application form.
- Only applicants having an average monthly electricity consumption of 300 kWh, calculated on the basis of the last consecutive 12 months electricity bills, will be considered for the installation of the solar PV kits.
- The premises of each administratively qualified applicant will be subject to a technical evaluation. Premises not satisfying the technical evaluation will not be considered for the installation of the solar PV kit.

### 2. Applicant Information *(Please write in the boxes)*

Please provide the following information in respect of your electricity contract account.

***Please attach a copy of your last electricity bill.***

<b>Business Partner Number:</b>	<b>Electricity Contract Account Number:</b>	<b>Electricity Tariff:</b> <i>(Tariff 110A is NOT eligible)</i>
<b>Name of Applicant:</b> <i>(Please write full name in block letters)</i>		
<b>National Identification Number:</b> <i>Please submit a copy of the account holder and/or authorised representative ID card or passport</i>		
<b>Full Address:</b>		
<b>Contact Number:</b>	(Home)	(Office)
	(Mobile)	



### 3. Site Information *(Please write in the boxes)*

<b>Sketch the location of your premises where the solar PV kit will be installed:</b>	<i>Use verso of this form to sketch the site. (Please provide key landmark(s)).</i>
<b>Is there a Residual Current Device (RCD) in the electrical circuit of the premises?</b> <i>(Please write 'Yes' or 'No')</i>	
<b>The roof of the building you have selected for the installation of the solar PV kit is made of:</b> <i>(Please write 'Concrete', 'Iron Sheet', 'Wood', 'Thatch' or 'Other')</i>	
<b>Your building is overshadowed by taller building(s):</b> <i>(Please write 'Yes' or 'No')</i>	
<b>Your building is overshadowed by tall tree(s):</b> <i>(Please write 'Yes' or 'No')</i>	
<b>The size of the accessible rooftop space is:</b> <i>(Please indicate in meter square (m<sup>2</sup>))</i> <b><i>To qualify for the project, among others, at least 20 m<sup>2</sup> of space will be required.</i></b>	

### 4. Administrative Qualification Criteria *(Please fill the boxes.)*

*Satisfying the following criteria is mandatory. **Please ensure all the requested documents are duly submitted.** Application form will be processed only upon submission of requested documents.*

#### Note:

- A technical assessment of the premises, where the solar PV kit will be installed, will be carried out by the CEB selected supplier/installer. Installation of the solar PV kit will be made only if all technical qualification criteria, as shall be set forth by the technical assessment, are duly satisfied within the given time which will be communicated to the applicant in due course.
- Authorised representative is required to submit a duly signed letter confirming the delegation of power to act on behalf of the account holder.
- In respect of the application and prior to the installation of the solar PV kit, as, when and if warranted, additional information and/or document(s) may be requested from the applicant by the CEB.

<b>Is the building where the solar PV kit will be installed occupied or unoccupied?:</b> <i>(Please write 'Occupied' or 'Unoccupied'):</i> <b><i>Unoccupied building will not be considered for the installation of the solar PV kit.</i></b>	
<b>Ownership of the Premises/Building:</b> <i>(Please write 'Owner', 'Rent', 'Lease' or 'Family Property')</i> <ul style="list-style-type: none"> <li>▪ If owner, <b><i>please provide a copy of your title deed.</i></b></li> <li>▪ If renting, <b><i>please provide:</i></b> <ul style="list-style-type: none"> <li>• <b><i>a copy of the rent book and/or</i></b></li> <li>• <b><i>'no- objection' letter from the landlord authorising the installation of the solar PV kit on the rooftop of the building and</i></b></li> <li>• <b><i>a copy of the landlord ID card and title deed.</i></b></li> </ul> </li> <li>▪ If State land lease, <b><i>please provide a copy of the lease agreement.</i></b></li> <li>▪ If family property, <b><i>please provide:</i></b> <ul style="list-style-type: none"> <li>• <b><i>a copy of the affidavit and</i></b></li> <li>• <b><i>consent of other relatives, as applicable.</i></b></li> </ul> </li> <li>▪ If other, <b><i>please provide:</i></b> <ul style="list-style-type: none"> <li>• <b><i>documentary evidence(s) and</i></b></li> <li>• <b><i>consent of the other party or parties, as appropriate.</i></b></li> </ul> </li> </ul>	



# CENTRAL ELECTRICITY BOARD

P.O. Box 134 – Rue Du Savoir, Cybercity, Ebène

<p><b>My average monthly electricity consumption is:</b>  <i>(Please contact a CEB Customer Services Centre for assistance)</i>  <i>This is your total electricity consumption covering the last twelve months consumptions divided by 12):</i> <b>For this phase of the Scheme, only applicants having average monthly electricity consumption not exceeding 300 kWh per month will be considered.</b></p>	
<p><b>I, the eligible applicant/authorised representative, agree to make all necessary arrangement for the signing of the Installation Agreement with CEB:</b> <i>(Please write 'Yes' or 'No')</i> <b>In case the building is rented, the Installation Agreement shall be signed by the landlord.</b></p>	
<p><b>I, the eligible applicant/authorised representative, commit to provide free and full access to the premises where the solar PV kit will be installed.</b> <i>(Please write 'Committed' or 'Not Committed')</i></p>	

## 5. Applicant / Authorised Representative Declaration

<p>I, <i>(write name in block letters)</i> _____, confirm that:</p> <ul style="list-style-type: none"> <li>▪ I shall provide free and full access to CEB, including its respective authorised associates, to the premises where the solar PV kit will be installed.</li> <li>▪ I have received all information on the CEB SSDG Net-Billing Scheme.</li> <li>▪ I have read and understood the content of this application form and related materials.</li> <li>▪ The information I have given in this application form is true and correct.</li> <li>▪ I understand that the technical evaluation of the premises will be made only after the submission of all requested documents and my application has passed the administrative qualification evaluation.</li> <li>▪ I understand that the installation of the solar PV kit will be made provided all the administrative and technical criteria are duly satisfied within the given time period.</li> <li>▪ I have given my full consent for the installation of the solar PV kit and I shall get the Installation Agreement signed when requested.</li> <li>▪ I have no objection for CEB to share my electricity contract account details with its associates and for the use of the information and data related to my electricity contract account for the proper administration of the Scheme and for communication purposes by CEB and its respective service providers or contractors.</li> <li>▪ Whatever be the outcome(s) of the Scheme, I understand that neither the CEB nor its associates (service providers, contractors, etc.) shall hold any liability towards me or my authorised representative or any other person thereof.</li> <li>▪ <b><i>I undertake to settle all my overdue debt, if any, towards the CEB prior to the installation of the PV kit.</i></b></li> </ul>			
<p><b>Applicant or Authorised Representative Signature:</b></p>		<p><b>Date:</b></p>	

For support and queries, please call any CEB Customer Service Centre (contact details available at [ceb.mu](http://ceb.mu)) or send an email to [customerservice@ceb.intnet.mu](mailto:customerservice@ceb.intnet.mu)



# CENTRAL ELECTRICITY BOARD

P.O. Box 134 – Rue Du Savoir, Cybercity, Ebène

<b>CEB officer who assisted the applicant:</b> <i>(Please write name and position)</i>	<b>Name:</b>		<b>Tel Number:</b>
	<b>Signature:</b>		

## 6. Result of the Administrative Qualification Assessment

**This section is to be filled by concerned officer(s) of the Customer Services & Interaction Section.** Administrative Qualification Assessment is to be performed by a Customer Service Agent of the Customer Services Department.

**Please ensure a copy of the following document is submitted together with this application form.**

Required Documents	Please Tick
National identity card or passport of the applicant / authorised representative	
National identity card or passport of the holder of the electricity contract account	
Last electricity bill	
Title deed of the owner of the building where the solar PV kit will be installed	
Duly signed 'no-objection' letter from the owner of the building, where applicable	
Rent book, where applicable	
Affidavit on ownership of premises, where applicable	
Duly signed letter confirming the delegation of power to the authorised representative to act on behalf of the account holder.	

<b>Special appreciation of the site/premises of the applicant.</b> <i>(seek Meter Reading Staff's assistance)</i>		<i>(Attach memo if required)</i>	
<b>All required documents have been submitted:</b> <i>(Please write 'Yes' or 'No')</i>			
<b>All Administrative Qualification Criteria have been satisfied:</b> <i>(Please write 'Yes' or 'No').</i>			
<b>SAP Notification Number:</b>			
<b>Notes/Observations (if any):</b>	<i>(Attach memo if required)</i>		
<b>Administrative Qualification performed by:</b> <i>(Please write name in full and in block letters)</i>			
<b>Signature:</b>		<b>Date:</b>	
<b>Verified by Customer Service Officer:</b> <i>(Please write name in full and in block letters)</i>			
<b>Notes/Observations (if any):</b>	<i>(Attach memo if required)</i>		
<b>Signature:</b>		<b>Date:</b>	

**The duly filled application form with all relevant documents of the administratively qualified Applicant shall be forwarded to the CEB SSDG section for further processing and recording.**