

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

Send completed form by email to [networkservicing@actewagl.com.au](mailto:networkservicing@actewagl.com.au) or by fax to 6293 5750. For more information call 6293 5749.

**Choose ONE:**

I request an expedited connection. I understand that an expedited application is available to me if the application is for a basic connection service and I agree that a connection offer in terms of ActewAGL's model standing offer for basic connection services is acceptable to me.

I DO NOT request an expedited connection. I request ActewAGL to prepare and provide a connection offer for my review and acceptance before undertaking the requested works. I accept that by selecting this option I may delay the receipt of a connection offer by up to 20 business days.

**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**

<p><b>Premise type</b></p> <p>Commercial <input type="checkbox"/></p> <p>Residential <input type="checkbox"/></p> <p>Unmetered supply <input type="checkbox"/></p> <p>Builders temp site <input type="checkbox"/></p>	<p><b>Connection type</b></p> <p>New <input type="checkbox"/></p> <p>Alteration <input type="checkbox"/></p> <p>Temp supply (pole)<sup>3</sup> <input type="checkbox"/></p> <p>Temp generator <input type="checkbox"/></p> <p>Solar (&lt;30kW) <input type="checkbox"/></p>	<p><b>Key dates</b></p> <p>Is your site ready for ActewAGL to commence work?</p> <p>Yes <input type="checkbox"/> By selecting 'Yes', you confirm the site is ready as of today.</p> <p>No <input type="checkbox"/> If no, date that site will be ready? <input type="text"/></p> <p><b>Service type</b></p> <p>Overhead <input type="checkbox"/> Underground <input type="checkbox"/> Cable only<sup>1</sup> <input type="checkbox"/></p>
<p><b>Number of premises</b></p> <p>Single premise <input type="checkbox"/></p> <p>Multiple premises <input type="checkbox"/></p> <p>Number of common power areas <input type="text"/></p> <p>Number of units<sup>2</sup> <input type="text"/></p> <p>Spreadsheet containing unit details provided <input type="checkbox"/> <small>(See actewagl.com.au for required format of spreadsheet)</small></p>	<p><b>Metering requirements</b></p> <p>Main meter <input type="checkbox"/> 1 Phase <input type="checkbox"/> 3 Phase <input type="checkbox"/></p> <p>Off-peak meter <input type="checkbox"/> 1 Phase <input type="checkbox"/> 3 Phase <input type="checkbox"/></p> <p>Solar meter <input type="checkbox"/> 1 Phase <input type="checkbox"/> 3 Phase <input type="checkbox"/></p> <p>EV <input type="checkbox"/> 1 Phase <input type="checkbox"/> 3 Phase <input type="checkbox"/></p> <p>CT metering <input type="checkbox"/></p> <p>Non-ActewAGL metering <input type="checkbox"/></p> <p>Other (specify) <input type="checkbox"/></p>	<p><b>Appointment details</b></p> <p>Relocate service point of attachment/entry<sup>3</sup></p> <p>O/H to O/H <input type="checkbox"/> O/H to U/G <input type="checkbox"/></p> <p>U/G to U/G <input type="checkbox"/> U/G to O/H <input type="checkbox"/></p> <p>1 phase- 3 phase upgrade<sup>3</sup> <input type="checkbox"/></p> <p>Drop service for minor works<sup>3</sup> <input type="checkbox"/></p> <p>Consumer mains upgrade <input type="checkbox"/></p> <p>Meter Box alteration/move <input type="checkbox"/></p> <p>New off-peak <input type="checkbox"/></p> <p>Install Solar <input type="checkbox"/></p> <p>Electric vehicle charge point <input type="checkbox"/></p>

1 If you selected Cable only in the Service type section, you must submit an additional Application (RFS) form for the metering process.  
 2 Only submit Application (RFS) form for the units that are ready for meters. Subsequent units that are completed after the written start date will require an additional Application (RFS) form.  
 3 Applications for these work types cannot be accepted prior to the completion of a service marking on an RSM form.

**Additional comments from Contractor (if any)**

**Load requirements**

Calculated maximum demand (amps per phase) ..... Consumer mains size ..... (mm<sup>2</sup>) Main earth connection location .....

**See overleaf for important information relating to this application, charges and contract conditions**

Before final energisation the site must be inspected by ACT Building, Electrical and Plumbing Control and must display approval label on the site, and you must have a retailer agreement in place. A list of retailers can be found at [aer.gov.au](http://aer.gov.au)

Contractor/installer  Licence number

Signature  Contact number  Date

By signing this I acknowledge and agree to the terms and conditions contained overleaf and warrant that I am authorised to accept these terms and conditions on behalf of the connection applicant.

ActewAGL use only

**Appointment details** Date  /  /  Time  :  am/pm

## Terms and conditions

To the applicant	<p>If you have requested an expedited connection in this form, and ActewAGL is satisfied that your connection application is for a basic connection service that falls within the terms of ActewAGL's model standing offer for basic connection services, then the connection contract will commence immediately on the date ActewAGL receives this application.</p> <p>If you have not requested an expedited connection, we will provide you with a connection offer within 20 business days. A connection contract will not be formed between you and us until the date that you accept that offer.</p> <p>Note: ActewAGL's model standing offer for basic connection services and information about what is a basic connection service is available at <a href="http://actewagl.com.au">actewagl.com.au</a></p>
To ActewAGL	<p>If I have chosen to expedite my connection application I certify that the proposed connection service is a basic connection service in accordance with the ActewAGL Service and Installation Rules and ActewAGL's model standing offer for basic connection services.</p>
Important notice	<p><b>ActewAGL will levy a charge to the signatory or connection applicant for non-compliance with the ActewAGL Service and Installation Rules and model standing offer for basic connection services, or for installation defects due to obstructed access or the site not being ready for the requested connection service work. All charges are as per ActewAGL Schedule of Electricity Network Charges and the model standing offer for basic connection services.</b></p> <p>If ActewAGL reasonably needs to make a site inspection in order to determine the nature of a connection service sought by a connection applicant, we may charge our reasonable expenses to the connection applicant.</p>

## Definitions

Basic connection	See <a href="http://actewagl.com.au">actewagl.com.au</a> for more information.
CT	Current transformer.
Expedited connection	See <a href="http://actewagl.com.au">actewagl.com.au</a> for more information.
EV	Electric Vehicle.
MEG	Micro embedded generation.
O/H	Overhead.
RFS	Request for service.
RSM	Request for Service Marking
U/G	Underground.
Before Energisation	The site must be inspected, and you must have a retailer agreement in place. A list of retailers can be found at <a href="http://aer.gov.au">aer.gov.au</a>
After Connection	You will now go to a deemed standard connection contract for ongoing services. For more details visit <a href="http://actewagl.com.au">actewagl.com.au</a>
Connection	Means physical connection of the premises to the ActewAGL Network.
Energisation	Means the insertion of fuses to allow the flow of electricity to your premises.