

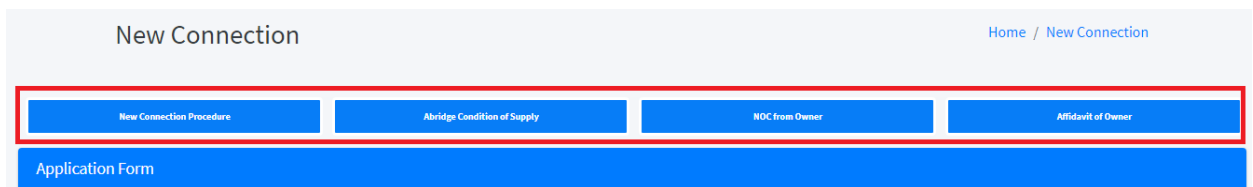
# USER MANUAL

This website allows the users to submit applications for new connection, extension, reduction or consolidation of load and change of name or tariff. This site is best suited for the resolution of 1360x768.

## PUBLIC WRAPPER

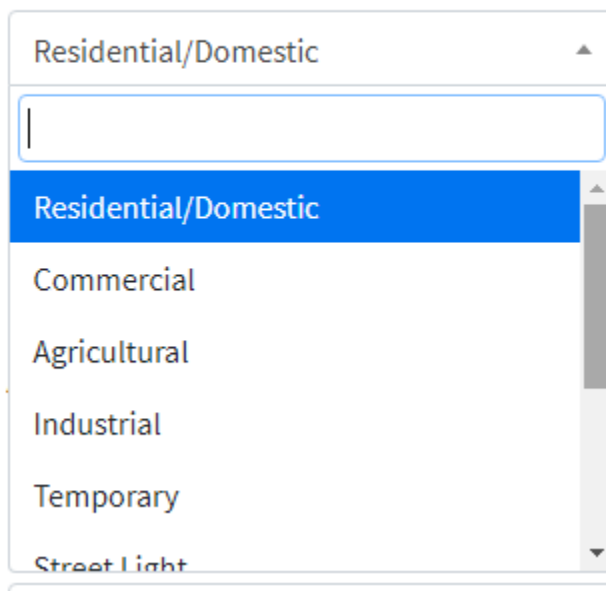
## NEW CONNECTION


1. Click on document links to view connection request forms and procedures.



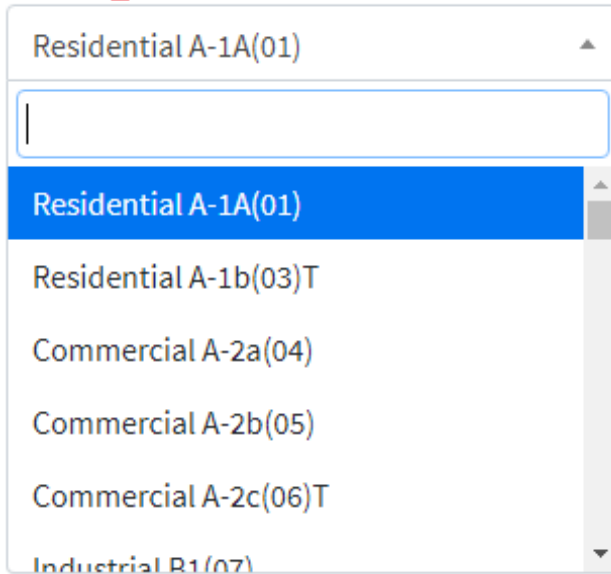
2. Click connection type dropdown which will show all options of connection type. Select the option best suited for you.

### Connection Type \*

A screenshot of a dropdown menu titled "Connection Type \*". The current selected option is "Residential/Domestic". The dropdown is open, showing a list of options: "Residential/Domestic", "Commercial", "Agricultural", "Industrial", "Temporary", and "Street Light". The "Residential/Domestic" option is highlighted in blue.

3. After selection of connection type click on tariff dropdown, you will see all options of tariff.  
Click on  icon to check tariff details.

**Tariff\*** 



Residential A-1A(01)

Residential A-1A(01)

Residential A-1b(03)T

Commercial A-2a(04)

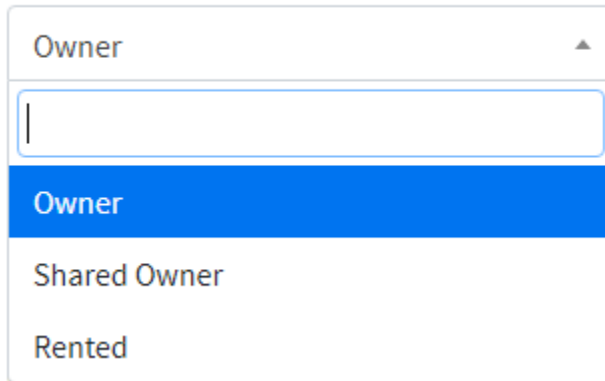
Commercial A-2b(05)

Commercial A-2c(06)T

Industrial B1(07)

4. Click on ownership type dropdown and select your property ownership type.

**Ownership Type \***



Owner

Owner

Shared Owner

Rented

5. Select category of connection request. Multiple options can be selected at a time except.
  - i. No other option can be select with new connection.
  - ii. Extension of Load and Reduction of load cannot be selected simultaneously.

**Connection Category \***

- New Connection**
- Extension of Load**
- Reduction of Load**
- Change of Name**
- Change of Tariff**
- Consolidation of Load**

6. Enter your applicant Name, Father/Husband Name, CNIC Number and Mobile numbers. These all are mandatory fields.

|                      |                       |                      |                      |
|----------------------|-----------------------|----------------------|----------------------|
| Applicant Name *     | Father/Husband Name * | CNIC Number *        | Cell Phone Number *  |
| <input type="text"/> | <input type="text"/>  | <input type="text"/> | <input type="text"/> |

7. Enter Landline number, NTN number, Witness Name and Witness CNIC Number.

➔ Landline number is not mandatory.

➔ NTN number is mandatory in case of commercial or industrial connection type.

|                      |   |                      |                       |
|----------------------|---|----------------------|-----------------------|
| Landline Number      | NTN   | Witness Name *       | Witness CNIC Number * |
| <input type="text"/> | <input type="text"/><br><small>Mandatory in case of Commercial/Industrial</small> | <input type="text"/> | <input type="text"/>  |

8. Enter correct Connection Address and Applicant Address. These are mandatory fields.

|                      |                      |
|----------------------|----------------------|
| Connection Address * | Applicant Address *  |
| <input type="text"/> | <input type="text"/> |

9. Click on next field. It will show the whole list of sub division, division and circle. Select any option related to selected connection address.

**Sub Division / Division / Circle \***

10. Related sub division field is mandatory in case of selection of division or circle in previous field. If sub division is selected in previous field this fields will be locked for any changes.

**Related Sub Division\***

13121 - Faisalabad City Sub Division ▼

- 11. Your nearest FESCO meter number of any neighbor is required. It has three sections separated by (-). The middle number between the two dashes will be same as per your sub division selection. E.g. If you select 13121 – Faisalabad City Sub Division your reference number will be like (xx-13121-xxxxxxx).

**Nearest FESCO Meter Reference Number\***

09-13138-2346021

- 12. Enter already installed meters total count on your premises. Mandatory field if in case you have selected other than **new connection** option in connection category field.

**Number of Meters Already Installed \***

- 13. Enter load already sanctioned and load demand, both fields are mandatory and will be entered in Kilowatts unit.

**Load Already Sanctioned (in KW) \***      **Load Demand in KW\***      **Nature of Business**

           Mandatory in case of Commercial/Industrial

- 14. Click on **+ Row** button in appliance details section to add details of appliances.

Appliance Details \*

**+ Row** **- Row**

Show 10 entries      Search:

| Appliance ID               | Appliance Type | Quantity | Watts Per Unit | Total Watts |
|----------------------------|----------------|----------|----------------|-------------|
| No data available in table |                |          |                |             |

0 KiloWatts

Showing 0 to 0 of 0 entries     

- 15. Click on appliance dropdown and select appliance from predefined options.

**Appliance:**

Bulbs ▼

- Bulbs
- Fans
- Air Conditioners
- Heaters/Irons
- Washing Machines
- Refrigerator
- Light Plugs
- Power Plug
- Motors

Add

16. Enter selected appliance qty and watts per unit value and then press

**Quantity: \***

**Watts Per Unit: \***

17. Your selected appliance type and entered value of qty and watts per unit will be added in the table.

| Appliance ID | Appliance Type   | Quantity | Watts Per Unit | Total Watts |      |
|--------------|------------------|----------|----------------|-------------|------|
| 2            | Fans             | 5        | 80             | 400         | edit |
| 3            | Air Conditioners | 2        | 1500           | 3000        | edit |

3.4 KiloWatts

Showing 1 to 2 of 2 entries

Previous 1 Next

edit

18. Press **edit** button if you want to change the data added in last step. If you have added a row mistakenly you can remove rows by selecting the rows (row will be highlighted after selection)

which you want to delete and press **- Row**

| Appliance ID | Appliance Type   | Quantity | Watts Per Unit | Total Watts |      |
|--------------|------------------|----------|----------------|-------------|------|
| 2            | Fans             | 5        | 80             | 400         | edit |
| 3            | Air Conditioners | 2        | 1500           | 3000        | edit |

3.4 KiloWatts

Showing 1 to 2 of 2 entries

Previous 1 Next

- Upload documents required to process your application. Only pdf or jpg format of documents are allowed having maximum size of 300kb.

**Documents Upload \***

| Sr | Description  | Upload (JPG/PDF   max size 300 KB)  |
|----|--|-------------------------------------|
| 1  | Property document copy *   | Choose files To Upload Choose Files |
| 2  | Attested CNIC copy of applicant *                                    | Choose files To Upload Choose Files |
| 3  | Neighbour electricity bill copy *                                    | Choose files To Upload Choose Files |
| 4  | Attested copy of abridged Conditions                                 | Choose files To Upload Choose Files |
| 5  | Attested copy of NTN certificate                                     | Choose files To Upload Choose Files |
| 6  | Attested CNIC copy of witness (not required for domestic connection) | Choose files To Upload Choose Files |
| 7  | Attested NOC from owner  | Choose files To Upload Choose Files |
| 8  | Attested affidavit of owner (not required for owner)                 | Choose files To Upload Choose Files |

- Please read terms and conditions before submitting your form and mark true after reading full document.

[click here to view Terms and Conditions](#)

**Terms and Conditions**

I have read, understood and accept the terms and conditions

- Press submit button to submit your application.



- After successfully submitting the form you will be redirected to thankyou page showing your application number. Please save that number to track your request.

## Application Submitted

Your New Connection Request Has Been Submitted Successfully

Application Number: **20-000116-13211-A-1A(01)-NC**

Please save this application number to track your application status. Thank you

[Print Your Application](#)

23. To check detail or print your submitted application, click on [Print Your Application](#) button. You will be redirected to another page. Wait a while to check your application details.

### Application Details

|                              |  |                               |                                       |
|------------------------------|--|-------------------------------|---------------------------------------|
| Application Number           | 20-000116-13211-A-1A(01)-NC                        | Application Date              | 21/Apr/2020                           |
| Connection Type              | Residential/Domestic                               | Connection Category           | New Connection (NC)                   |
| Applicant Name               | Nuhail Sheikh                                      | Applicant Father/Husband Name | Sohail Sheikh                         |
| CNIC No.                     | 42301-4718982-9                                    | Owner Type                    | Owner                                 |
| Permanent Address            | 321/14 salman cottages, dr. dawood road faisalabad |                               |                                       |
| Connection Address           | 321/14 salman cottages, dr. dawood road faisalabad |                               |                                       |
| Cell Number                  | 0345-4445523                                       | Phone Number                  |                                       |
| Tariff                       | Residential A-1A(01)                               | NTN                           |                                       |
| Sub Division Office          | 13211 - Samanabad Sub Division Office              | Related Sub Division Office   | 13211 - Samanabad Sub Division Office |
| Witness Name                 | Salman ahmed                                       | Witness Cnic                  | 42301-8897878-9                       |
| FESCO Meter Reference Number | 12-13211-1238123                                   | Total KW                      | 3.400                                 |

### Appliance Details

| Appliance Type   | Quantity | Watt Per Unit | Total Unit |
|------------------|----------|---------------|------------|
| Air Conditioners | 2        | 1500          | 3000       |
| Fans             | 5        | 80            | 400        |

[Print Report](#)

24. Click on [Print Report](#) button. A popup window will open. Set your printer properties and print your application.

**KARILAKAR ELECTRIC SUPPLY COMPANY (PVT) LTD**  
Application and Agreement (A&A) Form (T.A. 01 of 04)

**Application Details**

| Application Number | Applicant Name | Application Date | Application Status |
|--------------------|----------------|------------------|--------------------|
| 000000000000       | 0000000000     | 00/00/0000       | 0000000000         |

| Application Type | Application Category | Application Language | Application Status |
|------------------|----------------------|----------------------|--------------------|
| 00000000         | 00000000             | 00000000             | 00000000           |

| Application Name | Application Code | Application Status |
|------------------|------------------|--------------------|
| 00000000         | 00000000         | 00000000           |

| Application No. | Application Code | Application Status |
|-----------------|------------------|--------------------|
| 00000000        | 00000000         | 00000000           |

| Application Address | Application Category | Application Status |
|---------------------|----------------------|--------------------|
| 00000000            | 00000000             | 00000000           |

| Application Type | Application Category | Application Language | Application Status |
|------------------|----------------------|----------------------|--------------------|
| 00000000         | 00000000             | 00000000             | 00000000           |

## Print

1 sheet of paper

Destination

 NPI22F598 (HP Laser) ▾

Pages

All ▾

Copies

1

Layout

Portrait ▾

Color

Black and white ▾

More settings ▴

Paper size

A4 ▾

Pages per sheet

1 ▾

Print

Cancel