

## TENANT ELECTRICITY ACCOUNT APPLICATION FORM

**Instructions for Tenants:**

- Contact the Building Management/LEW for the turn-on of the electricity supply at your premise location.
- Complete **Part A** of this form, and submit with the complete set of documents listed as follows to the Building Management:

- Completed Original Copy of GIRO Application Form**                       **Latest Bill & Security Deposit**                       **Copy of ACRA / Business Profile**  
 **Letter of Authorisation if forms are not signed by Director of company**                       **Proof of Tenancy**

**Instructions for Building Management:**

- Complete **Part B** of this form, and submit with the complete set of documents to: [hyflux\\_energy@hyflux.com](mailto:hyflux_energy@hyflux.com) or Fax: (65) 6443 2812, Attention to: Customer Relations

Please allow a minimum of 3 business days for the form to be processed upon receipt of the complete set of documents by Hyflux Energy. We will inform you of your Account No. thereafter.

### Part A : Account and Premise Details (To be completed by Tenant)

**Name of Registered Company :** \_\_\_\_\_  
(per Business Profile or ACRA)

**Name of Shop (s) / Outlet (s) :** \_\_\_\_\_

**Billing Address :** \_\_\_\_\_ **Postal Code:** \_\_\_\_\_

**Electricity Supply Location :** \_\_\_\_\_ **Postal Code:** \_\_\_\_\_

**Move-In / Electricity Turn On Date :** \_\_\_\_\_ **\*Opt for Paperless Billing? Yes**  **No**

**\*Nature of Business :**                      **F&B**                       **Retail**                       **Commercial**                       **Warehousing**                       **Others**   
(\*Please Tick where applicable)

I/We, the Tenant named above, agree to participate in and pay for the bulk sale by and purchase of electricity from Hyflux Energy Pte Ltd ("HEPL"), in respect of the Electricity Supply Location(s) cited above.

In that regard, I/We agree to pay to and maintain with HEPL a security deposit ("Security Deposit") of at least S\$500. In the event HEPL informs me/us that 1.75 times (GIRO payment) or 2.25 times (non-GIRO payment) of our average 3 months' electricity consumption ("Increased Quantum") exceeds S\$500, then I/we agree to pay to and maintain with HEPL the Increased Quantum as part of the Security Deposit.

In the event of any late payment by me/us, I/we agree that HEPL may impose late payment charges of 1% per month based on the total overdue invoice amount and/or temporarily suspend my/our account. In the event I/we require to reactivate my/our account with HEPL thereafter, I/we agree that HEPL may impose further reactivation charges.

I/we consent to the collection, use and/or disclosure by HEPL of any of our information or personal data to the relevant authorities or agencies in connection with this application or the supply of electricity to the Electricity Supply Location(s).

**Contact Person for Tenant**

**Name :** \_\_\_\_\_

**Designation :** \_\_\_\_\_

**Email :** \_\_\_\_\_

**Mobile No. :** \_\_\_\_\_

**Office No. :** \_\_\_\_\_

**Fax No. :** \_\_\_\_\_

**Please contact me for \*Billing / Operational matters**

(\* Please Delete where applicable)

\_\_\_\_\_  
**Signature of Authorised Signatory  
and Company Stamp**

\_\_\_\_\_  
**Name of Authorised  
Signatory**

\_\_\_\_\_  
**Date**

### Part B : Electricity Supply Turn-On Details (To be completed by Building Management/LEW)

**Effective Start Date :** \_\_\_\_\_ **Meter Start Read :** \_\_\_\_\_ **kWh**

**Meter Location :** \_\_\_\_\_ **Multiplier Factor :** **X** \_\_\_\_\_

\*Please provide photo of meter start read.

**Meter Serial No. :** \_\_\_\_\_

I/We confirm that the information provided is true and correct, and the electricity supply has been turned on on the effective start date as above.

**Contact Person for Building Management**

**Name :** \_\_\_\_\_

**Designation :** \_\_\_\_\_

**Office/Mobile No. :** \_\_\_\_\_

**Email :** \_\_\_\_\_

\_\_\_\_\_  
**Signature of Authorised Signatory  
and Company Stamp**

\_\_\_\_\_  
**Name of Authorised  
Signatory**

\_\_\_\_\_  
**Date**

### For Hyflux Energy Internal Use Only

**Application Form Receipt Date :** \_\_\_\_\_ **Hyflux Energy Account No. :** \_\_\_\_\_

**Security Deposit Receipt No. :** \_\_\_\_\_ **Handled By :** \_\_\_\_\_

\*Please attach receipt copy