

Hotline: 1800-2222 333

Please read this before filling up the form:

- **Supply Turn-on/ Meter Reading Appointment**
 For electricity supply turn-on, please wait for our technician to inspect the premises at the appointed time.
 For water supply turn-on, you need not be present if your water meter is outside the premises.
 * For gas supply turn-on/ installation, please call City Gas at 1800-5551661 for the rescheduling of appointment and wait for the technician at the premises at the appointed time. *A supply turn-on fee of \$50 is applicable for gas supply turn-on with pre-installed gas appliance.*
 ** Meter Reading appointment applies to premises with existing supplies. You need not be present if your meters are outside the premises.
- **Supply Cut-off Appointment**
 You need not be present if your meters are outside the premises.
For Termination of gas supply, City Gas charges a termination fee of \$30 for residential premises and \$50 for non-residential premises. Separate gas appliance disconnection fee is charged if required.
- Express service can be arranged within the same day at a fee of \$60 (exclusive of GST) but is subject to availability and schedule. Express service is not available for supply turn-on and cut-off at premises with electricity supply capacity exceeding 45kVA, water meter with piping more than 15mm or commercial gas.
- Upon completion, please submit this form via email to spsupply@spgroup.com.sg or in person at
a) Manulife Tower 8 Cross Street #02-01/03 S048424
b) Toa Payoh HDB Hub 480 Lor 6 Toa Payoh #02-08 S310480

Customer Request

1. Type of Appointment
 Supply Turn-on/ Meter Readings** (Please refer to information above) **Supply Cut-off**

2. Utility Account Number
 Premises Address _____
 _____ S

3. Please tick the service(s) you would like to reschedule
 All Electricity Water Gas* (Please refer to information above)

Original Appointment Date/ Time (if any) _____ (dd/mm/yyyy) _____ (hh:mm to hh:mm)
 Date to Reschedule to _____ (dd/mm/yyyy) [For next business day service, please submit your request before 3pm on Weekdays or 12pm on Saturdays]

Removal of Electricity meter(s)/ cables/ wires # [For commercial premises only]* Delete where applicable
 Note: Cables/ wires will be removed within 7 business days after the electricity supply has been cut-off.
 For JTC/HDB Industrial Premises, after the electricity supply at your premises is cut-off by SP Services personnel, please arrange for the meters to be returned to SP PowerGrid.

Customer's Signature/Date _____
 For accounts registered under companies, the signature of its legal/authorized representative of the company and the company's rubber stamp imprint are required.

Name: _____
 (of account holder or the person signing for the company)
 NRIC/ FIN:
 Handphone Number:
 Other Contact Number: 6

For Internal Use Documents received by: Staff's Signature/Stamp/Date	<input type="checkbox"/> Meters are inside Appointment Date : _____ Time : _____
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