

Documents to be submitted along with the New Connection application

To release supply to a structure there are two basic documents need to be submitted namely

1. Proof of Identity : **Self attested copies : Any One**
 - a. PAN Card / AADHAR Card / Passport / Voter's ID / Driving License
 - b. If case of an Organisation : Certificate of incorporation /registration issued by the Registrar and proof of authorisation/ resolution of board for authorizing the person
 - c. In case of Trust : Certificate of Registration of the Trust
 - d. In case of Partnership : Registered Partnership deed

2. Proof of Ownership/ Occupancy : **Self attested copies : Any One**

Category	Premise Type	Ownership /Occupancy Documents at the time of application - Any One
Residential	A) Flat in Society	1. Latest Registered Sale Agreement 2. Share certificate 3. Latest registered Leave and License agreement
	B) Bungalow	1.Property Card / 7x12 extract of the property 2.Latest property tax receipt
	Common amenities- Staircase / Water Pump / Toilet / Library	1. Society registration certificate in case of Registered society 2. License from MCGM/MBMC to dig and operate Bore-well in the name of applicant not older than 3 month
	Residential Quarters	1. Quarters allotment letter from the concerned authority/organization. 2. NOC on letterhead of authority/ owner to give supply in the name of Applicant. If allotment letter is older than 3 months
	Long Rental / Pagadi System Premise	1.Latest Rent Receipt (not older than 3 months) 2.NOC on letterhead of authority/ owner to give supply in the name of Applicant. If allotment letter is older than 3 months
	Common amenities in slum or chawl	1. Allotment letter from authority/ registered chawl committee's request letter and land document
	Temple /Church/Gurudwara/ Masjid / Any Religious	1. Latest Registered Gift deed/sale deed/ Trust deed (If it run by a trust). 2. Ownership documents of land 3. Certificate of Registration of the Trust along with request for supply on Trust's Letter head.
Structures Ground + higher floors in MHADA area	Ground floor (Resi)/Comm). Higher floor (Resi) same occupant	New Meter for higher floor to be issued in the name of existing user 1.Undertaking from Owner with MHADA rent receipt in the name of the owner not older than 3 months (Mandatory), Separate Entrance is mandatory 2.Agreement Copy 3.Gumasta License (For Commercial)
Ground + structures in Slums / Gaothan	Room/Gala for Resi or Non Resi connection	1. Allotment letter from government / Photo pass/Survey Slip/Pitch card/Ration Card of Prime Holder mentioning floor and room number 2. Notarized NOC on Rs. 100/-non judicial stamp paper from the Prime Holder to release supply in the name of Applicant whose name is reflecting in the above documents with room/gala number and floor number, shall be submitted. 3. Voter's ID Card of same address 4. Gumasta License / Udyog Aadhar (For Commercial) 5. Property Tax receipt (Residential / Non-Residential) for Gaothan ● If the premise is situated in FOREST/ /CRZ/ SALT PANE/WET LAND or any prohibited areas Permission & NOC from concerned authority is required



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Category	Premise Type	Ownership /Occupancy Documents at the time of application - Any One
Commercial	Commercial unit in Registered society Bldg.	1. Latest Registered Sale Agreement / Deed 2. Share certificate from registered Society 3. Latest registered Leave and License agreement
	Commercial unit in slums /chawl	1.Photo pass/Survey Slip/Pitch Card of Prime Holder. 2. Gumasta as below: Establishment having less than TEN employees-- receipt of intimation to MCGM/Local body -Establishments having more than TEN employees-Gumasta Certificate 3. Copy of UDYOG AADHAAR Certificate ● In case the premise is situated in FOREST/ /CRZ/ SALT PANE/WET LAND or any prohibited areas, Permission & NOC from concerned authority is required
	Commercial: Premise on road	1. Pitch stall license (No Hawker) alongwith way leave form signed by Local Authority if shop is on Local Authority's Road 2. MCGM / MBMC NOC alongwith way leave form signed by Local Authority if shop is on Local Authority's Road
	Flour Mill	1. Photo pass of Prime Holder/any other proof of occupancy along with MCGM/MBMC license. 2. UDYAM Aadhar Certificate
Commercial	For Mobile Antenna	1. Duly Registered Agreement related to Ownership / occupancy / Site allotment letter of the concerned authority. 1.DOT License copy (one time)
	Industrial Estate	1. Duly Registered Sale Agreement / Deed / Registered agreement /Sale deed alongwith UDYAM Registration Certificate or Dept. of Industries certificate or certificate from any competent authority 2. Other than Industrial Estate : Notarized agreement on non-judicial Stamp paper related to Ownership / Occupancy of the premise along with Udyam Registration Certificate or MCGM factory Form 10 And MPCB NOC depending on activity.
Shifting	Meter shifting /meter cabin shifting	1. Undertaking to provide alternative space /meter cabin (with NOC of owner/occupier of alternate space) signed by each meter holder.
Load Change	Addition /reduction	Latest paid bill
Temporary	Temp function/religious	1.Letter on letterhead of Religious Trust / Society 2. NOC from concerned authority
Previously Disconnected Meter	Disconnected for more than 6 months	1. To be Processed as New Connection with all formalities mentioned for new connection as per category.
Agriculture	Agriculture	1. 7/12 Extract which mentions" Sheti wa Pike" in the name of applicant as owner/occupier OR Registered agreement for sale/sale deed for agricultural land with the present owner
Electric Vehicle Charging Stations – Public / Private	E.V. Charging Stations – Public / Private	1. Ownership document or occupancy document as per the type of premise 2. NOC from Society in case of Owner/Occupant/Tenant 3. Paid Electricity bill copy of the current premise where EV connection is sought
Public Service	Public Service	1. Ownership documents or occupancy documents as per the type of premise 2. Registration Certificate/ Documents/Consents/Permissions issued by concerned Govt. Department of / or a competent authority for the premise address where supply is required