

Network Connection Application Form



To connect new load or update existing connections

This document outlines the approval and connection timelines, and technical requirements to connect new load or update existing connections.

Application and Approval

- An application for a new load connection or an update to an existing connection must be completed using this form.
 - Within 2 working days of receipt of your application we will confirm whether your application contains all necessary information to allow assessment.
 - We will assess your application and the network requirements and provide a quotation
 - On acceptance of a quotation, Scanpower will issue a new ICP (where required) and schedule the works.
 - On completion of the works and on receipt of an ROI, Scanpower will connect and liven the installation.
- Completes quotation acceptance form and returns with deposit payment where applicable.
 - Contacts their chosen Energy Retailer to set up an account using the provided ICP number.

Electrical Contractor

- *Completes a plan of the installation and Maximum Demand Calculations for the required connection.
- Completes the required PEW and issues a CoC.
- Arranges Electrical Inspector to issue an ROI.
- Advises Scanpower when the installation is ready for connection to the Network.

Scanpower

- Prepares detailed specification for work required to establish the connection plus any other related high voltage service work required by the customer.
- Issues a new ICP and lodges in the Registry.
- Returns copy of this form to customer along with ICP.
- Connects and livens the installation ready for metering and updates Registry.

Technical Requirements

Load connections connected following approval of this application must comply with the following:

- The *Electricity (Safety) Regulations 2010*.
- AS/NZS 3000
- Scanpower Network Connection Standard.
- The *Electricity Industry Participation Code 2010*.

Process

1. Fill out the application form and return for processing.
2. Scanpower will confirm receipt of application within 2 business days.
3. Scanpower will assess the application and connection requirements and provide a quotation for any network related works that are required to facilitate the connection.
4. On acceptance of a quotation, Scanpower will issue a new ICP (where required) and schedule the works.
5. On completion of the works and on receipt of an ROI, Scanpower will connect and liven the installation.

Responsibilities

Customer

- Contacts their Electrical Contractor to discuss electrical requirements.
- Finalises installation details and loading requirements (including controlled load) with electrical contractor.
- Completes this form with assistance of electrician and forwards it to Scanpower along with any supporting documentation.

Return completed form to:
Scanpower Limited

0800 80 80 39
connections@scanpower.co.nz

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A. Consumer Information

Consumer Name:

Connection
Address:

Town:

Post Code:

Email:

Phone:

B. Electrical Contractor

Company Name:

Contact Person:

Email:

Phone:

C. Application Type

☐

New Connection

☐

Upgrade

☐

Downgrade

☐

Amalgamation

☐

Decommission

☐

Other:

D. Connection Type

☐

Domestic

☐

Non-Domestic

☐

Commercial

☐

Industrial

Installation Primary Use:

☐

Residence

☐

Cottage

☐

Flat

☐

Dairy Shed

☐

Wool Shed

☐

Pump Shed

☐

Office

☐

Workshop

☐

Shop

☐

Other:

Proposed Capacity
(Amps):

Number of
Phases:

Proposed
Connection Date:

E. Supporting Documentation

Please Attach: ☐ Maximum Demand Calculation* ☐ Site Plans ☐ Subdivision Schema

Additional Information:

F. Declaration

By submitting this application, I acknowledge that I am required to maintain this installation, once connected, in a state compliant with Scanpower's Connection Standard and the Electricity Regulations. Failure to do so may result in disconnection from Scanpower's network.

Applicant Name:

Applicant
Signature:

Date:

Scanpower will assess the application and then advise the Applicant of our Network Requirements. No change is to be made to existing site configurations until Scanpower provides written approval to the Applicant.

Scanpower Use Only

☐ Application Approved

☐ Application Declined

☐ Additional Requirements Attached

Application Number:

ICP Number:

Price Category Code:

Fuse Rating (A):

Chargeable Capacity (kVA):

CT Ratio: :5

Point of Connection:

GXP:

Signature:

Date: