

**ST GEORGES CAY POWER COMPANY (SGCPC)****APPLICATION FOR ELECTRICITY SERVICE ACCOUNT****REQUIREMENTS TO OPEN AN ELECTRICITY ACCOUNT**

1. All Applicants must complete the following forms available on our website.
 - a. SGCPC Contract for Supply.
 - b. Customer Information Form.
 - c. Credit Card Authorization Form.
2. All Applicants must provide two forms of government issued photo identifications One of these must be your National Insurance Card the second must be one of the following.
 - a. Passport
 - b. Driver's License
 - c. Voter's Card
3. Non-Bahamian Applicants must also provide a valid permanent residence permit or work permit.
4. The Security Deposit for new accounts is based on the projected or historical consumption at the location.
5. The invoice for the security deposit is issued by Customer Service or the Local Office and is payable by Debit Card, Credit Card, Cheque or Cash (Payments in cash are limited by compliance with the relevant statute and may be capped at B\$10,000 or US\$5,000 only).

ADDITIONAL REQUIREMENTS FOR A NEW ELECTRIC SERVICE TO YOUR PROPERTY

Proof of Property Ownership or Right of Land Use is required, either through:

Conveyance Documents for Owner Occupied Properties.

Relevant Deed, Probated Will and Death Certificate, or Letter of Administration/Certificate as to Grant of Probate evidencing legal interest in property.

Applicant must submit an approved Electrical Specification Document, either for New Construction or Service Upgrade/Modification to Existing Service. The document must be prepared by a licensed Electrical Contractor and approved by the Ministry of Works.

Upon completion of the project, Customer shall provide to SGCPC the relevant Approval Documentation from the Ministry of Works to verify that the wiring is safe for installation of electricity. If the premise has a solar-energy system and/or battery system installed, the Ministry of Works documentation is required to include approval for that equipment.

Electrical Permit Form (Specification of Proposed New/Upgrade Electrical Installation) – This must be submitted to the Ministry of Works by your licensed electrician. The Ministry of Works will review, stamp and approve the document and send it to SGCPC.

Original Electrical Installation Approval Certificate – Stamped and Signed by the Ministry of Works

Occupancy Certificate – For New Construction; Stamped and Signed by the Ministry of Works

If the property is a part of a subdivision or development, the Developer of that subdivision is required to install the electrical infrastructure to which you the Customer would connect. If you are developing for yourself or are

seeking power to your own property inside an approved development where infrastructure does not exist, you must indicate how SGCPC will access your property. This shall be done by providing:

Survey/Plot Plan Stamped and Approved by the Relevant Government Agency (e.g. Physical Planning) – To show access to the nearest public right of way/thoroughfare.

The installation of all boundary pins from the main thoroughfare to the property to receive supply may also be required for overhead infrastructure.

The establishment of the road reservation may be required for underground infrastructure If infrastructure is required to be installed and you are developing for yourself as above, you will be required to pay the relevant Capital Contributions. This is for new services or upgrade requests.

- Customers requiring the installation of Capital Infrastructure by SGCPC to service their properties will be required to pay costs associated with establishing the service.
- Capital Contributions shall be paid in full before the commencement of works by SGCPC.
 - Customers are encouraged to make application as soon as possible so that they may be apprised of the Capital Contribution amounts so that this cost may be factored into the cost of construction and paid to allow the availability of power as close to the completion of the project as possible.
- The Capital Contribution does not include the required Security Deposit for the establishing of an electricity account.
 - After submitting a request for supply, and after satisfying any Capital Contribution, we will schedule the installation of needed infrastructure for the provision of supply.
- All equipment installed under the Capital Contribution up to the meter location, including the meter itself, remains the property of St Georges Cay Power Company (SGCPC) unless otherwise agreed and will be serviced and maintained by SGCPC.
- Capital Contribution payments for service requests will be invoiced by SGCPC and should be paid directly to a SGCPC cashiering service center, or by wire transfer to SGCPC (wiring instructions are provided separately). The SGCPC Invoice Reference number must be included in the wire transfer information
 - Please note that employees are not permitted to receive payments for service outside of the above for any reason.
- Upon completion of the capital contribution works (i.e. the installation of infrastructure), the customer must visit our offices or submit a request by email to customerservice@SGCPCco.com to make an application for the supply of electricity. At this time, the security deposit will be calculated and invoiced.