

Enquiries: 1800-233-8000

Please read before filling in this form.

- To avoid any delay in processing your request, please ensure that all fields on this form are completed. For accounts under personal name, please submit the form with a copy of your NRIC/FIN card. For accounts under company name, please submit the form (endorsed by the company's director and company stamp) with a copy of your latest ACRA detailed Business Profile/Bizfile. You will need to be present during cut-off of electricity supply if the meters are located inside your premises.
- Please email the completed form and supporting documents to us. Upon receipt, we will arrange for your electricity supply to be terminated on the 8th business day. For High-Tension (HT) consumers (for electricity load above 45KVA), your LEW is required to be present.
- A letter of confirmation will be sent to you.

**Consumer Request**

1. Please provide us with the details of your premises where you would like to terminate the electricity supply:

MSSL Account No:

Premises Address: \_\_\_\_\_  
 \_\_\_\_\_ S

Date to stop electricity supply: \_\_\_\_\_  
**(Earliest appointment of at least 8 business days is required upon receipt of your request, subjected to availability. Please note account cannot close if supply cut-off appointment is unsuccessful.)**

2. A final bill will be sent to you and your existing security deposit (if any) will be refunded after the full settlement of your outstanding amount in the final bill. Please let us have your new mailing address for your final bill and/or refund cheque:

New Mailing Address: \_\_\_\_\_  
 \_\_\_\_\_ S

**IMPORTANT (FOR COMMERCIAL PREMISES OF THE FOLLOWING NATURE))**

3. The electricity service cables/wires have to be removed if your premises fall under the following:
- High Tension Supply (for electricity load above 45 kVa)
  - Temporary Supply
  - Building to Demolish
- Please complete this portion of the form if your premises is either of the above:

I, \_\_\_\_\_ of NRIC No. \_\_\_\_\_ confirm that service cables/wires at  
**(Name of Account Holder/Co. Representative)**

**the premises mentioned above are to be removed.**

4. For High Tension (HT) consumers and consumer with premises of electricity load above 45KVA, your LEW is required to be present. Please provide the details of your LEW below.

LEW Contact Person: \_\_\_\_\_ LEW Contact Number: \_\_\_\_\_

**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:

Mobile no:

Contact No:  6

**For Internal Use** Documents received by:

Meters are inside

For supply cut-off  
 Appointment Date: \_\_\_\_\_ Time: \_\_\_\_\_

Staff's Signature/Stamp/Date