



Energy Fiji Limited

Please select one option below:

- Final Reading & Disconnection Meter Removal Special Reading

Account Number: _____ Meter Number: _____

Account Name: _____ Phone Contact: _____

ID Type: _____ ID Number: _____

Installation Address: _____

Please select the reason for the Final Reading / Meter Removal / Special Reading:

- I am vacating the house
 The property is being demolished / renovated
 I need a special bill processed

I declare that upon requesting for disconnection of the power supply to this premises, **there is still an occupant / there is no occupant** in this premises (select which one applies to your application)

Please carry out the action requested above on _____ (date) at _____(time)
and forward the final statement to: _____(billing address)

Customer Signature: _____ Date: _____

Official Use Only

CSR Checklist

- Final Reading / Meter Removal SOA lodged
 Fees Charged
 Documents uploaded / Memo updated
 Assigned to Revenue Services / Inspection / Metering

CSR: _____

Date: _____

Final Reading:

A final reading is conducted when the account holder has vacated the property and no longer requires electricity at this property

- 1 A fee of \$9.50 will be charged to the account and can either be deducted from the security deposit or paid beforehand by the customer.
- 2 EFL Meter Attendants will take a final reading from the meter and disconnect the power supply, a final bill will be processed from this reading and the account will be closed
- 3 The final bill will be deducted from the security deposit held. If there is a credit balance remaining, you can apply to have this balance refunded or transferred to another active account.

Meter Removal:

A Meter Removal is conducted when the meter is required to be removed for renovations or demolishing of the house / property

- 1 A fee of \$9.50 will be charged to the account and can either be deducted from the security deposit or paid beforehand by the customer
- 2 EFL Meter Technicians or Inspectors will take a final reading, disconnect the power supply and remove the meter from the property. The EFL account will be closed.
- 3 A final bill will be processed from the final reading taken. The final bill will be deducted from the security deposit held. If there is a credit balance remaining, you can apply to have this balance refunded or transferred to another active account.

Special Reading:

A Special Reading is conducted when the customer does not require the power supply to be disconnected, but requires a special reading and a special bill to be processed

- 1 A fee of \$9.50 will be charged to the account and can either be paid beforehand or with the next bill.
- 2 Either EFL Meter Attendants will take a meter reading, or the customer can provide the meter reading (an image of the meter) and a special bill will be processed from this reading.
- 3 The power supply will **not** be disconnected