



Horizon Power Electrical Contractor's Information Guidelines

July 2013

INTRODUCTION

This document is to assist you in completing Preliminary & Completion notices for existing and new connections.

Please be aware of the following ***Electrical (Licensing) Regulations and requirements of the Network Operator.***

- It is a requirement of the Electricity (Licensing) Regulations, Regulations 51 and 52 that an electrical contractor who carries out any notifiable work, or causes any notifiable work to be carried out, must deliver to the network operator, within the specified time, a **duly completed Preliminary Notice and Notice of Completion.**
- Failure to deliver a duly completed notice to the network operator may result in the electrical contractor receiving an **Infringement Notice or becoming subject of a Breach of Licensing Regulations**

Any non compliant notice(s) will be returned for completion along with information as to what is required to ensure the notice is compliant.

NEW CONNECTIONS

Back ground information

New Connections begin with a customer/customer representative setting up an account with Horizon Power by calling either the Residential 1800 267 926 or Business 1800 737 036 numbers.

Please be aware that customers are required to establish separate accounts for temporary and permanent supplies.

What you need to do

Preliminary notice(s) must be sent to the Horizon Power Connections Team prior to work commencing.

Completion notice(s) must be sent no later than **three** days after the work has been completed.

They can be submitted via

- Fax 6310 1044, or
- Email electricalnotices@horizonpower.com.au .

What we will do

Details from both the preliminary and completion notices will be entered into Horizon Power's meter billing system. A job will be issued to our crews to attend site.

We allow 3-5 business days to issue the job once the compliant notice has been accepted.

Please note that a Network Service Request (NSR) is required for all new connections.

EXISTING CONNECTIONS

Background

Existing Connections include overhead to underground connections, disconnection/reconnection, meter relocation, board upgrades etc.

What you need to do

If completing any of the above listed work you are required to submit a preliminary and completion notice to Horizon Power Connections Team via

- Fax 6310 1044, or
- Email electricalnotices@horizonpower.com.au .

If you require Horizon Power's attendance please state this on the preliminary notice, e.g. a disconnection or reconnection is required.

Please note the completion notice must be provided within **three** days of the work been completed.

What we will do

A job will be issued to our crews for them to attend the site once the compliant preliminary notice has been processed. We allow 3-5 business days to issue the job once the compliant notice has been accepted.

Please note that a Network Service Request (NSR) is required for all existing connections requiring crew attendance.

Please see below examples of completed Network Service Requests for temporary supplies, upgrades, mains connection, disconnection, reconnection, demolition and or supply abolishment.



The following highlighted areas are mandatory for:
 - Temporary Supply
 - Upgrades, or
 - A Mains Connection.

Horizon Power Connections Administration
 PO Box 1066, BENTLEY DC WA, 6983
 Phone 1800 267 926 (residential) or 1800 737 036 (business)
 Facsimile 6310 1041
 Email worksadmin@horizonpower.com.au

Network Service Request

Applicant details (for tax invoice purposes) Please complete in **BLOCK CAPITALS**

Company name: _____ ABN: _____

Surname: _____ First name: _____

Lot number: _____ Street number: _____ Street: _____

Suburb/town/city: _____ Postcode: _____

Phone: Home: _____ Work: _____ Mobile: _____

Fax: _____ Email: _____

Site details

Lot number: _____ Street number: _____ Street: _____

Suburb/town/city: _____ Postcode: _____

Meter number: _____

| Services required (please tick the box on the right to indicate the service(s) you require) | | Service fee (inclusive of GST) | |
|--|---------------------|--------------------------------|--------------------------|
| Overhead/underground temporary builders supply (single phase/three phase*) | See notes 1-2-3-6 | \$721.00 | <input type="checkbox"/> |
| Upgrade of underground service from single phase to three phase | See notes 1-2-3-5-6 | \$257.00 | <input type="checkbox"/> |
| Domestic underground mains connection | See notes 1-2-3-6 | \$300.00 | <input type="checkbox"/> |

Disconnection/reconnection of overhead/underground service (electrical work/no electrical work*) See notes 1-2-3-4-6 **\$257.00**

Disconnection for demolition See notes 6-7 **No charge**

Demolition company name and licence number: _____

Electrical contractor's Preliminary/Completion Notice number: _____

Additional comments: _____

If you would like Horizon Power to quote a purchase order number on the invoice, please state the number here: _____

* Delete as appropriate.

I/we acknowledge that by signing this form, I/we accept and agree to abide by the Terms and Conditions described on page two and this forms a contract with Horizon Power to perform these services. I/we further agree to be responsible for paying for these services. To minimise delays Horizon Power recommends this request form and the Electrical Contractors Preliminary Notice are submitted at the same time. A Preliminary Notice is required when an electrical contractor is to carry out electrical work. Horizon Power will not perform the service until the notice is received.

If Applicant is a company please enter the signatories position Name: _____

Signature: _____ Date: _____ Position: _____

Horizon Power use only

Customer number: _____ Invoice number: _____ Invoice date: _____

Completed by: _____ Work order number: _____



The following highlighted areas are mandatory if a disconnection and or reconnection is required.

Horizon Power Connections Administration
PO Box 1066, BENTLEY DC WA, 6983
Phone 1800 267 926 (residential) or 1800 737 036 (business)
Facsimile 6310 1041
Email worksadmin@horizonpower.com.au

Network Service Request

Applicant details (for tax invoice purposes) Please complete in BLOCK CAPITALS
Company name: ABN:
Surname: First name:
Lot number: Street number: Street:
Suburb/town/city: Postcode:
Phone: Home: Work: Mobile:
Fax: Email:
Site details
Lot number: Street number: Street:
Suburb/town/city: Postcode:
Meter number:

Services required (please tick the box on the right to indicate the service(s) you require) Service fee (inclusive of GST)
Overhead/underground temporary builders supply (single phase/three phase*) See notes 1-2-3-6 \$721.00
Upgrade of underground service from single phase to three phase See notes 1-2-3-5-6 \$257.00
Domestic underground mains connection See notes 1-2-3-6 \$300.00
Disconnection/reconnection of overhead/underground service (electrical work/no electrical work*) See notes 1-2-3-4-6 \$257.00
Disconnection for demolition See notes 6-7 No charge

Demolition company name and licence number:

Electrical contractor's Preliminary/Completion Notice number:
Additional comments:

If you would like Horizon Power to quote a purchase order number on the invoice, please state the number here:

* Delete as appropriate.

I/we acknowledge that by signing this form, I/we accept and agree to abide by the Terms and Conditions described on page two and this forms a contract with Horizon Power to perform these services. I/we further agree to be responsible for paying for these services. To minimise delays Horizon Power recommends this request form and the Electrical Contractors Preliminary Notice are submitted at the same time. A Preliminary Notice is required when an electrical contractor is to carry out electrical work. Horizon Power will not perform the service until the notice is received.

If Applicant is a company please enter the signatories position Name:
Signature: Date: Position:

Horizon Power use only

Customer number: Invoice number: Invoice date:
Completed by: Work order number:



The following highlighted areas are mandatory for all demolitions and supply abolishments.

Horizon Power Connections Administration
PO Box 1066, BENTLEY DC WA, 6983
Phone 1800 267 926 (residential) or 1800 737 036 (business)
Facsimile 6310 1041
Email worksadmin@horizonpower.com.au

Network Service Request

Applicant details (for tax invoice purposes) Please complete in BLOCK CAPITALS

Company name: | ABN: |
Surname: | First name: |
Lot number: | Street number: | Street: |
Suburb/town/city: | Postcode: |
Phone: Home: | Work: | Mobile: |
Fax: | Email: |

Site details

Lot number: | Street number: | Street: |
Suburb/town/city: | Postcode: |
Meter number: |

Services required (please tick the box on the right to indicate the service(s) you require) Service fee (inclusive of GST)

Table with 4 columns: Service description, Reference notes, Service fee, and checkbox. Includes services like 'Overhead/underground temporary builders supply' and 'Disconnection for demolition'.

Demolition company name and licence number: | |

Electrical contractor's Preliminary/Completion Notice number: |

Additional comments: |

If you would like Horizon Power to quote a purchase order number on the invoice, please state the number here: |

* Delete as appropriate.

I/we acknowledge that by signing this form, I/we accept and agree to abide by the Terms and Conditions described on page two and this forms a contract with Horizon Power to perform these services. I/we further agree to be responsible for paying for these services. To minimise delays Horizon Power recommends this request form and the Electrical Contractors Preliminary Notice are submitted at the same time. A Preliminary Notice is required when an electrical contractor is to carry out electrical work. Horizon Power will not perform the service until the notice is received.

If Applicant is a company please enter the signatories position Name: |

Signature: | Date: | Position: |

Horizon Power use only

Customer number: | Invoice number: | Invoice date: |
Completed by: | Work order number: |

COMPLETING PRELIMINARY AND COMPLETION NOTICES

SECTION 1

1 Details of installation, network operator and retailer

| | | | | | | | | |
|--|----------|------------|----------------|--|-------------|-------------------------|-----------|--|
| Owner/occupier (name) | | | Builder's name | | | Meter No. (if existing) | | |
| Lot No. | Unit No. | Street No. | Street name | | Suburb/Town | | Post code | |
| Directions (please provide sufficient information) | | | | | | | | |
| Network operator (name) | | Ref No. | | Electricity retailer (if new connection) | | Ref No. | | |

The following information must be submitted on **all** notices;

- Owner/Occupier name
- Address (inc postcode and suburb)
- Network Operator (always Horizon Power)

On New Connection notices the Installation Number/reference number must be included. This is an 8 digit number e.g. 10200009.

On Existing Connection notice the Meter Number must be included.

If you are submitting;

- a Design and Quotation Acceptance (DQA) please include the Quote Number of Work Request number you were given by the Depot.
- Notices for transportables please provide a skid or chassis number and final destination if possible.

Please note that if you are working on multiple units you must submit individual notices for each unit. If it is a New Connection the Customer will need to contact **Horizon Power on 1800 267 926** to be issued with the correct Installation Numbers. For existing connections please include the meter number on site.

COMPLETING PRELIMINARY AND COMPLETION NOTICES

SECTION 2

2 Details of proposed electrical work (indicate number of items in each category unless indicated otherwise)

| | | | | | | | | | | | |
|---|--------------------------------------|-------------------|--|-----------------------|---------------|--|--|--------------|--|------------------------------|--|
| Water heaters | | Lighting points | | 10 amp socket outlets | | Socket outlets =>15 amps | | RCDs | | Calc. maximum demand (amps) | |
| Stoves/ovens/hot plates | | Motors | | Pool/spa equipment | | Air conditioning/refrigeration equipment | | Smoke alarms | | Consumers mains size (sq mm) | |
| Alternative electricity supply? (tick if yes and provide description in comments) | | | Is there equipment in hazardous areas? (tick if yes) | | | | Other fixed electrical equipment (show kW rating): | | | | |
| For new connection (tick if other, details in "comments") | Single phase 240v | Single phase 480v | Three phase | LV CT meeting | HV connection | Builder/Temp Supply | Unmetered supply | | | | |
| For existing connection (tick) | Single to multiphase | Subs to masters | New consumers mains | Temp. consumers mains | | | | | | | |
| Domestic | Commercial | Shopping centre | Light industrial | Mining | Underground | Overhead | | | | | |
| For multiple connection | No. of points of supply (WAER s.3.9) | | | No. of units | | No. of common services | | | | | |
| Comments: | | | | | | | | | | | |

ALL notices must include the

- Calculated Maximum Demand (amperes)
- Consumer Main Size (millimetres squared)
- Type of connection; Domestic, Commercial, Shopping Centre, Light Industrial or Mining.
- Underground or overhead supply

For new connections

- Select the meter type: Single Phase, Three Phase, LV CT Metering or HV Connection
- If a builders/Temporary Supply or Unmetered Supply is required please tick the respective box.

For an existing connection

- Select what you are doing to the meter (single to multiphase, subs to master, new consumers mains or temporary consumers mains) or
- Advise of the work being carried out including RCD installations, smoke alarm, upgrade of wiring etc in the comments field.

COMPLETING PRELIMINARY AND COMPLETION NOTICES

SECTION 3

3 General information (please tick appropriate boxes. If "Yes" to any of the questions, provide details)

| | | | |
|---|-----------------------------|------------------------------|---|
| Is a ruling required for this work? | No <input type="checkbox"/> | Yes <input type="checkbox"/> | If "yes" to any questions, provide details: |
| Is there any electrical work for which you are not responsible? | No <input type="checkbox"/> | Yes <input type="checkbox"/> | |
| Is Network Operator attendance required? | No <input type="checkbox"/> | Yes <input type="checkbox"/> | |

- Is a ruling required for this work?* I.e. Is an Inspector needed to instruct how the work needs to be carried out?
- Is there any electrical work for which you are not responsible?* E.g. existing wiring at the premise that wasn't completed by yourself etc.
- Is network operator attendance required?** I.e. Is the Horizon Power Crew required to do work? For example install and energise a new connection or reconnect/disconnect an existing connection? If this work is required please tick Yes Q3 Line 3 and provide the reason why in the box beside. If Horizon Power is not required write "notification only" on your notice and tick 'no'.

*A Network Service Request (NSR) form needs to be completed for any job that requires a Horizon Power crew to attend the site and carry out works. The preliminary/completion notice will not be processed or connected without a NSR.

Exemptions from submitting a NSR are when the works are covered under a project number which has been set up as a Design and Quotation Acceptance (DQA). For example large projects (CT meter, HV CT meter) etc.

Please ensure that:

- All fields are completed on the NSR. If the information does not match your notices, is incorrect or is missing it will be returned for completion.
- A meter number is included if it is an existing property or if you require a supply abolishment.
- The preliminary/completion notice number **must** be provided, except for a supply abolishment.

COMPLETING PRELIMINARY AND COMPLETION NOTICES

SECTION 4 (Notice of Completion Only)

4 Certification of electrical installing work (please tick appropriate boxes)

| | |
|--|---|
| (a) Are you aware of any parts of the electrical installation that do not meet the requirements of the <i>Electricity (Licensing) Regulations 1991</i> or are unsafe? No <input type="checkbox"/> Yes <input type="checkbox"/> | If "Yes", provide details: |
| (b) Does the installation fully comply with Part 2 of the "Wiring Rules" (and therefore a 'Part 1 solution' has not been used)? Yes <input type="checkbox"/> No <input type="checkbox"/> | If "No", provide details: |
| (c) Has the electrical installing work subject of this Notice been connected to the electricity supply? No <input type="checkbox"/> Yes <input type="checkbox"/> | If "Yes", provide date meter/site connected and energised: |
| (d) If not connected to electricity supply, is this electrical installing work subject of this Notice safe and ready to be connected? No <input type="checkbox"/> Yes <input type="checkbox"/> | If "No", provide details: |
| (e) The electrical installing work subject of this Notice has been checked and tested and found to comply with the <i>Electricity (Licensing) Regulations 1991</i> , by the following electrician: Name (please print): _____ EW <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> | |
| (f) I certify that: i) this Notice has been duly completed; ii) the electrical installing work subject of this Notice has been completed; and iii) any such electrical installing work carried out by an electrical worker or workers complies with the <i>Electricity (Licensing) Regulations 1991</i> . | |
| Details of Nominee Surname: _____ Please Print Signature: _____ EW Licence No: EW _____ Date (Notice of Completion): _____ | Details of electrical contractor/in-house electrical installer Business Name: _____ Business Address: _____ Phone Number: _____ Facsimile Number: _____ EC/IH Licence No: _____ Show EC or IH Prefex |

This section on the Notice of Completion is to certify that the work completed was by an accredited Electrician and completed safely as per Energy Safety's requirements.

Please check that **all** boxes in this section are answered to ensure it is compliant. Should they not be completed it will be returned to you.

Please also ensure that you provide your Electrical Worker's (EW) number, nominee and sign and date the notice. You must also include all company details for the notice to be accepted.

Please see below completed examples of Preliminary and Completion Notices for both existing and new connections.



EXISTING CONNECTION EXAMPLE
To be submitted prior to proposed work commencing.

Preliminary Notice

No. 2392101

This Notice must be completed and sent to the relevant network operator at the required time, as prescribed in the *Electricity (Licensing) Regulations 1991*.

1 Details of installation, network operator and retailer

Existing connections must include the meter no.

| | | | | | |
|--|----------|--|-------------------------|------------------------------------|----------------|
| Owner/occupier name Julie Berry | | Builder's name - | | Meter No. (if existing) 2118456789 | |
| Lot No. 286 | Unit No. | Street No. 6 | Street name McDonald St | Suburb/Town Karratha | Post code 6714 |
| Directions (please provide sufficient information) | | | | | |
| Network operator (name) Horizon Power | Ref No. | Electricity retailer (if new connection) | Ref No. | | |

2 Details of proposed electrical work (indicate number of items in each category unless indicated otherwise)

| | | | | | | |
|---|--------------------------------------|--|--|--|------------------------------|---------------------|
| Water heaters | Lighting points | 10 amp socket outlets | Socket outlets =>15 amps | RCDs | Calc. maximum demand (amps) | 32 |
| Stoves/ovens/hot plates | Motors | Pool/spa equipment | Air conditioning/refrigeration equipment | Smoke alarms | Consumers mains size (sq mm) | 10 |
| Alternative electricity supply? (tick if yes and provide description in comments) | | Is there equipment in hazardous areas? (tick if yes) | | Other fixed electrical equipment (show kW rating): | | |
| For new connection (tick) if other, details in "comments" | Single phase 240v | Single phase 480v | Three phase | LV CT meeting | HV connection | Builder/Temp Supply |
| For existing connection (tick) | Single to multiphase | Subs to masters | New consumers mains | Temp. consumers mains | | |
| Domestic <input checked="" type="checkbox"/> | Commercial | Shopping centre | Light industrial | Mining | Underground | Overhead |
| For multiple connection | No. of points of supply (WAER s.3.9) | | No. of units | | No. of common services | |
| Comments: | | | | | | |

3 General information (please tick appropriate boxes. If "Yes" to any of the questions, provide details)

| | | | |
|---|--|---|--|
| Is a ruling required for this work? | No <input checked="" type="checkbox"/> | Yes <input type="checkbox"/> | If "yes" to any questions, provide details: E.g. Disconnect/reconnect required. |
| Is there any electrical work for which you are not responsible? | No <input checked="" type="checkbox"/> | Yes <input type="checkbox"/> | |
| Is Network Operator attendance required? | No <input type="checkbox"/> | Yes <input checked="" type="checkbox"/> | |

Please do not write in this area

All fields in this section must be completed.

| | |
|--|-----------------------------|
| For submission of Preliminary Notice: | |
| Nominee Name: | Terrence Dale |
| Nominee Signature: | T.Dale |
| Date: | 11/7/13 |
| Details of electrical contractor/in-house electrical installer | |
| Business Name: | Dale Electrical |
| Business Address: | 26 Spark Way, Karratha 6714 |
| Phone Number: | 0400 000 123 |
| Facsimile Number: | 9 876 5432 |
| EC/IH Licence No: | E C 4 4 4 4 |
| Show EC or IH Prefex | |



NEW CONNECTION EXAMPLE
To be submitted prior to proposed work commencing.

Preliminary Notice

No. 2392101

This Notice must be completed and sent to the relevant network operator at the required time, as prescribed in the *Electricity (Licensing) Regulations 1991*.

1 Details of installation, network operator and retailer

| | | | | | |
|---|------------------|--|-------------------------|-------------------------|----------------|
| Owner/occupier name Julie Berry | | Builder's name - | | Meter No. (if existing) | |
| Lot No. 286 | Unit No. | Street No. 6 | Street name McDonald St | Suburb/Town Karratha | Post code 6714 |
| Directions (please provide sufficient information) | | | | | |
| New Connections must include the reference/installation no. | | | | | |
| Network operator (name) Horizon Power | Ref No. 10266610 | Electricity retailer (if new connection) | | Ref No. | |

2 Details of proposed electrical work (indicate number of items in each category unless indicated otherwise)

| | | | | | | |
|---|--------------------------------------|--|--|--|------------------------------|---------------------|
| Water heaters | Lighting points | 10 amp socket outlets | Socket outlets =>15 amps | RCDs | Calc. maximum demand (amps) | 32 |
| Stoves/ovens/hot plates | Motors | Pool/spa equipment | Air conditioning/refrigeration equipment | Smoke alarms | Consumers mains size (sq mm) | 10 |
| Alternative electricity supply? (tick if yes and provide description in comments) | | Is there equipment in hazardous areas? (tick if yes) | | Other fixed electrical equipment (show kW rating): | | |
| For new connection (tick) if other, details in "comments" | Single phase 240v | Single phase 480v | Three phase X | LV CT meeting | HV connection | Builder/Temp Supply |
| For existing connection (tick) | Single to multiphase | Subs to masters | New consumers mains | Temp. consumers mains | | Unmetered supply |
| Domestic | Commercial | Shopping centre | Light industrial | Mining | Underground | Overhead |
| For multiple connection | No. of points of supply (WAER s.3.9) | | No. of units | | No. of common services | |
| Comments: | | | | | | |

3 General information (please tick appropriate boxes. If "Yes" to any of the questions, provide details)

| | | | |
|---|--|---|--|
| Is a ruling required for this work? | No <input checked="" type="checkbox"/> | Yes <input type="checkbox"/> | If "yes" to any questions, provide details: E.g. Horizon Power to install and energise meter. |
| Is there any electrical work for which you are not responsible? | No <input checked="" type="checkbox"/> | Yes <input type="checkbox"/> | |
| Is Network Operator attendance required? | No <input type="checkbox"/> | Yes <input checked="" type="checkbox"/> | |

Please do not write in this area

All fields in this section must be completed.

| | |
|---|-----------------------------|
| For submission of Preliminary Notice: | |
| Nominee Name: | Terrence Dale |
| Nominee Signature: | T.Dale |
| Date: | 11/07/13 |
| Details of electrical contractor/in-house electrical installer | |
| Business Name: | Dale Electrical |
| Business Address: | 26 Spark Way, Karratha 6714 |
| Phone Number: | 0400 000 123 |
| Facsimile Number: | 9 876 5432 |
| EC/IH Licence No: | E C 0 0 4 4 4 4 |
| Show EC or IH Prefex | |



Notice of Completion

No. **2392101**

This Notice must be completed and sent to the relevant network operator at the required time, as prescribed in the *Electricity (Licensing) Regulations 1991*.

1 Details of installation, network operator and retailer

Existing connections must include the meter no.

| | | | | | |
|--|----------|---------------------|--|---|-----------------------|
| Owner/occupier name Julie Berry | | Builder's name - | | Meter No. (if existing) 2118456789 | |
| Lot No. 286 | Unit No. | Street No. 6 | Street name McDonald St | Suburb/Town Karratha | Post code 6714 |
| Directions (please provide sufficient information) | | | | | |
| Network operator (name) Horizon Power | | Ref No. | Electricity retailer (if new connection) | | Ref No. |

2 Details of proposed electrical work (indicate number of items in each category unless indicated otherwise)

| | | | | | | |
|---|--------------------------------------|--|--|--|------------------------------|----------------------|
| Water heaters | Lighting points | 10 amp socket outlets | Socket outlets =>15 amps | RCDs | Calc. maximum demand (amps) | 32 |
| Stoves/ovens/hot plates | Motors | Pool/spa equipment | Air conditioning/refrigeration equipment | Smoke alarms | Consumers mains size (sq mm) | 10 |
| Alternative electricity supply? (tick if yes and provide description in comments) | | Is there equipment in hazardous areas? (tick if yes) | | Other fixed electrical equipment (show kW rating): | | |
| For new connection (tick) if other, details in "comments" | Single phase 240v | Single phase 480v | Three phase | LV CT meeting | HV connection | Builder/Temp Supply |
| For existing connection (tick) | Single to multiphase | Subs to masters | New consumers mains | X | Temp. consumers mains | |
| Domestic | X | Commercial | Shopping centre | Light industrial | Mining | Underground Overhead |
| For multiple connection | No. of points of supply (WAER s.3.9) | | No. of units | | No. of common services | |
| Comments: | | | | | | |

3 General information (please tick appropriate boxes. If "Yes" to any of the questions, provide details)

| | | | |
|---|--|---|--|
| Is a ruling required for this work? | No <input checked="" type="checkbox"/> | Yes <input type="checkbox"/> | If "yes" to any questions, provide details: E.g. Disconnect/reconnect required. |
| Is there any electrical work for which you are not responsible? | No <input checked="" type="checkbox"/> | Yes <input type="checkbox"/> | |
| Is Network Operator attendance required? | No <input type="checkbox"/> | Yes <input checked="" type="checkbox"/> | |

4 Certification of electrical installing work (please tick appropriate boxes)

| | | | | | | | | | |
|--|---|--|--|---|---|---|---|---|---|
| (a) Are you aware of any parts of the electrical installation that do not meet the requirements of the <i>Electricity (Licensing) Regulations 1991</i> or are unsafe? | No <input checked="" type="checkbox"/> | Yes <input type="checkbox"/> | If "Yes", provide details: | | | | | | |
| (b) Does the installation fully comply with Part 2 of the "Wiring Rules" (and therefore a 'Part 1 solution' has not been used)? | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> | If "No", provide details: | | | | | | |
| (c) Has the electrical installing work subject of this Notice been connected to the electricity supply? | No <input checked="" type="checkbox"/> | Yes <input type="checkbox"/> | If "Yes", provide date meter/site connected and energised: | | | | | | |
| (d) If not connected to electricity supply, is this electrical installing work subject of this Notice safe and ready to be connected? | No <input type="checkbox"/> | Yes <input checked="" type="checkbox"/> | If "No", provide details: | | | | | | |
| (e) The electrical installing work subject of this Notice has been checked and tested and found to comply with the <i>Electricity (Licensing) Regulations 1991</i> , by the following electrician: Name (please print): <u>T.Dale</u> EW <table border="1"><tr><td>1</td><td>7</td><td>3</td><td>6</td><td>8</td><td>7</td></tr></table> | | | | 1 | 7 | 3 | 6 | 8 | 7 |
| 1 | 7 | 3 | 6 | 8 | 7 | | | | |
| (f) I certify that: i) this Notice has been duly completed; ii) the electrical installing work subject of this Notice has been completed; and iii) any such electrical installing work carried out by an electrical worker or workers complies with the <i>Electricity (Licensing) Regulations 1991</i> . | | T.Dale 11/07/13 | | | | | | | |
| Details of Nominee Surname: <u>DALE</u> Please Print Signature: <u>T.Dale</u> EW Licence No: EW <u>1 4 4 4 3 4</u> Date (Notice of Completion): <u>11/07/13</u> | | Details of electrical contractor/in-house electrical installer Business Name: <u>Dale Electrical</u> Business Address: <u>26 Spark Way, Karratha 6714</u> Phone Number: <u>0400 000 123</u> Facsimile Number: <u>9 876 5432</u> EC/IH Licence No: <u>E C 0 0 4 4 4 4</u> Show EC or IH Prefix | | | | | | | |

Notice of Completion is the date the work was completed.



Notice of Completion

No. **2392101**

This Notice must be completed and sent to the relevant network operator at the required time, as prescribed in the *Electricity (Licensing) Regulations 1991*.

1 Details of installation, network operator and retailer

| | | | | | |
|--|----------------------------|--|-----------------------------------|--------------------------------|--------------------------|
| Owner/occupier name Julie Berry | | Builder's name - | | Meter No. (if existing) | |
| Lot No. 286 | Unit No. | Street No. 6 | Street name McDonald St | Suburb/Town Karratha | Post code 6714 |
| Directions (please provide sufficient information) New Connections must include the reference/installation no. | | | | | |
| Network operator (name) Horizon Power | Ref No. 10266610 | Electricity retailer (if new connection) | | Ref No. | |

2 Details of proposed electrical work (indicate number of items in each category unless indicated otherwise)

| | | | | | | |
|---|--------------------------------------|--|---|--|------------------------------|---------------------|
| Water heaters | Lighting points | 10 amp socket outlets | Socket outlets =>15 amps | RCDs | Calc. maximum demand (amps) | 32 |
| Stoves/ovens/hot plates | Motors | Pool/spa equipment | Air conditioning/refrigeration equipment | Smoke alarms | Consumers mains size (sq mm) | 10 |
| Alternative electricity supply? (tick if yes and provide description in comments) | | Is there equipment in hazardous areas? (tick if yes) | | Other fixed electrical equipment (show kW rating): | | |
| For new connection (tick) if other, details in "comments" | Single phase 240v | Single phase 480v | Three phase <input checked="" type="checkbox"/> | LV CT meeting | HV connection | Builder/Temp Supply |
| For existing connection (tick) | Single to multiphase | Subs to masters | New consumers mains | Temp. consumers mains | | |
| Domestic | Commercial | Shopping centre | Light industrial | Mining | Underground | Overhead |
| For multiple connection | No. of points of supply (WAER s.3.9) | | No. of units | | No. of common services | |
| Comments: | | | | | | |

3 General information (please tick appropriate boxes. If "Yes" to any of the questions, provide details)

| | | |
|---|---|---|
| Is a ruling required for this work? | No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> | If "yes" to any questions, provide details: E.g. Horizon Power to install and energise meter |
| Is there any electrical work for which you are not responsible? | No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> | |
| Is Network Operator attendance required? | No <input type="checkbox"/> Yes <input checked="" type="checkbox"/> | |

4 Certification of electrical installing work (please tick appropriate boxes)

| | | | | | | | | |
|---|--|--|---|---|---|---|---|---|
| (a) Are you aware of any parts of the electrical installation that do not meet the requirements of the <i>Electricity (Licensing) Regulations 1991</i> or are unsafe? | No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> | If "Yes", provide details: | | | | | | |
| (b) Does the installation fully comply with Part 2 of the "Wiring Rules" (and therefore a 'Part 1 solution' has not been used)? | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> | If "No", provide details: | | | | | | |
| (c) Has the electrical installing work subject of this Notice been connected to the electricity supply? | No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> | If "Yes", provide date meter/site connected and energised: | | | | | | |
| (d) If not connected to electricity supply, is this electrical installing work subject of this Notice safe and ready to be connected? | No <input type="checkbox"/> Yes <input checked="" type="checkbox"/> | If "No", provide details: | | | | | | |
| (e) The electrical installing work subject of this Notice has been checked and tested and found to comply with the <i>Electricity (Licensing) Regulations 1991</i> , by the following electrician: Name (please print): <u>T. Dale</u> EW <table border="1"><tr><td>1</td><td>7</td><td>3</td><td>6</td><td>8</td><td>7</td></tr></table> | | | 1 | 7 | 3 | 6 | 8 | 7 |
| 1 | 7 | 3 | 6 | 8 | 7 | | | |
| (f) I certify that: i) this Notice has been duly completed; ii) the electrical installing work subject of this Notice has been completed; and iii) any such electrical installing work carried out by an electrical worker or workers complies with the <i>Electricity (Licensing) Regulations 1991</i> . | T. Dale 11/07/13 | | | | | | | |
| Details of Nominee Surname: <u>DALE</u> Please Print Signature: <u>T. Dale</u> EW Licence No: EW <u>1 4 4 4 3 4</u> Date (Notice of Completion): <u>11/07/13</u> | Details of electrical contractor/in-house electrical installer Business Name: <u>Dale Electrical</u> Business Address: <u>26 Spark Way, Karratha 6714</u> Phone Number: <u>0400 000 123</u> Facsimile Number: <u>9 876 5432</u> EC/IH Licence No: <u>E C 0 0 4 4 4 4</u> Show EC or IH Prefix | | | | | | | |

Notice of Completion is the date the work is completed.

CONTACT US

Please contact the following numbers should you require further assistance.

Horizon Power Call Centre

- 1800 737 036 (Business)
- 1800 267 926 (Residential)

Connections Team

- 6310 1923 Connection Officer
- 6310 1938 Compliance Officer
- 6310 1765 Renewable Energy Buyback Scheme/ FIT Officer
- 6310 1539 Meter exchanges/ Removals

Horizon Power Depots

- 9192 9900 Broome
- 9159 7250 Karratha
- 9072 3400 Esperance
- 9166 4700 Kununurra
- 9941 6299 Carnarvon
- 9173 8282 Port Hedland

Alternatively you can contact Office of Energy Safety on 9422 5200