

# Application for a Modification to an Existing Connection

(If you have any questions regarding how to complete this Application Form please contact us for assistance.)

## What can this form be used for? – You can use this form to request:

- New or replaced technology, such as generation, motors, welders, heat pumps and electric vehicle charging
- Change to total installed generation (where no increase to export capacity)
- Change to fault level or harmonics contributions
- Decrease in maximum import (MIC) or export (MEC) capacities

**Note:** This form may not be used to request an increase in maximum import or export capacities. Please complete the Application for a New or Augmented Connection in these instances. We may also identify the need for a full application based on the information you provide, e.g. where increasing fault level infeed. We will let you know as soon as possible if this is required.

## Section A – Your Details

### 1. Customer address details

Please provide details of the existing customer

Title:	First Name:	Last Name:
Company (if applicable):		Company Registered Number (if applicable):
Number:	Building name:	Street:
Town:	City:	Postcode:
Daytime Telephone:	Mobile:	Email:

### 2. Premises address (if different from above)

Number:	Building name:	Street:
Town:	City:	Postcode:

### 3. Representative details

With your consent we can liaise with a contractor, supplier or agent acting on your behalf. If you want to nominate a representative please complete the details below

Title:	First Name:	Last Name:
Company (if applicable):		Company Registered Number (if applicable):
Number:	Building name:	Street:
Town:	City:	Postcode:
Daytime Telephone:	Mobile:	Email:

## Section B – Type of Connection Offer (if required)

### Do you require an indicative Budget Estimate or a firm Connection Offer?

**Budget Estimate:** A budget estimate is non-binding for indicative purposes only. This is useful at the early stages of a project, if you have not got final plans in place or a firm date in mind for the works.

**Connection Offer:** A connection offer is a quotation which will set out detailed terms and conditions, and once accepted will be binding on both parties.

## Section C – Existing Supply Details

MPAN number

How many phases in your existing supply?

One

Two/Three

Is your supply overhead or underground?

Overhead

Underground

What is your existing capacity?

Import/demand kVA

Export (kW)

## Section D – New or Replaced Technology

Electrical equipment may cause a disturbance on the electricity system. It is important that we undertake a revised assessment of your connection and the impact on the distribution system each time you propose to replace or add new technologies to your connection, even if it does not change your Maximum Import and Maximum Export Capacities.

### Motors

Single phase

Three phase

Direct Online

Star Delta

Starting Current  
(Amps)

Number of starts  
per hour

### Welders

Single phase

Three phase

Input  
voltage

Rating

Number of welds  
per minute

### Electric vehicle charging or heat pump installation

EV Charge Point

Heat Pump

Please enclose with this application a completed ENA Application for the Installation of Low Carbon Technologies, available to download at [www.westernpower.co.uk/EVHP](http://www.westernpower.co.uk/EVHP)

Other potentially disturbing equipment (please provide details)

### Generation and Storage

Please provide details of any new or additional generating units or energy storage solutions:

Solar Panels

Wind

Battery Storage

Other

Please provide the proposed generation capacity

kW

Will the generators be capable of operating in parallel with WPD's system?

Yes

No

### Removal of connected technology, generation and storage installations

Please provide details of any equipment, including generation, energy storage, motors, welders, electric vehicle charging and heat pumps, which have been removed or are due to be removed under this application:

**Section E – Change to Total Installed Capacity**

Do you require a change to the total installed generation capacity? If yes, please provide details, including any Export Limitation Scheme to be applied:

Yes

No

**Section F – Decrease in Capacity**

Do you require a decrease in import (demand) or export (generation) capacity? If yes, please provide details:

New import kVA

New export kW

**Section G – Fault Level and Harmonic Contribution**

If you are not changing your equipment but will be carrying other works which will impact the fault level or harmonic contributions, please provide details below:"

Do you require a change to fault level contribution? If yes, please provide details:

Yes

No

Do you require a change to harmonic contribution? If yes, please provide details:

Yes

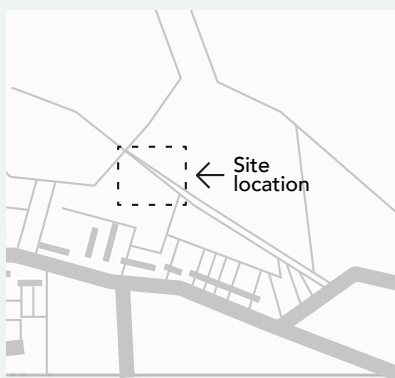
No

## Section H – Any Other Modifications

Please provide details of any other modifications you require:

## Section I – Site Plans

If you are making changes to the layout of your site or the location of equipment within your site, e.g. substation, we require a copy of the Site Layout Plan together with your application form.



### Location Plan

The Location Plan shows where to find the proposed site for the new connection. All applications should have one Location Plan enclosed. Please highlight the site location on the plan.

Location plans can be obtained by using A-Z street maps or via the internet, which is now available in most public libraries.

The following sites offer instant Location Plans:

- [www.multimap.com](http://www.multimap.com)
- [www.ordsvy.gov.uk](http://www.ordsvy.gov.uk)

### Site Layout Plan

1. In the absence of an architect's drawing, please draw on a separate sheet a layout showing all the proposed buildings and accesses onto the site.
2. The proposed meter position(s) should be marked onto the plan with an X.

\*For embedded networks, the plan should include the proposed Point(s) of Supply locations

## Section J – Additional Information

Please provide any additional information you feel may be relevant to your connection application:

Please send your completed application form with supporting documentation to your regional office:

### Midlands

Western Power Distribution  
Records Team  
3rd Floor  
Toll End Road  
Tipton  
DY4 0HH

**T: 0121 623 9007**

(Lines are open Mon to Fri, 8:30 to 5pm)  
[wpdnewsuppliesmids@westernpower.co.uk](mailto:wpdnewsuppliesmids@westernpower.co.uk)

### South Wales

Western Power Distribution  
Records Team  
Phoenix Way  
Llansamlet  
Swansea  
SA7 9HW

**T: 0179 278 4509**

(Lines are open Mon to Fri, 8:30 to 5pm)  
[wpdnewsupplieswales@westernpower.co.uk](mailto:wpdnewsupplieswales@westernpower.co.uk)

### South West

Western Power Distribution  
Records Team  
Lostwithiel Road  
Bodmin  
PL31 1DE

**T: 0120 889 2288**

(Lines are open Mon to Fri, 8:30 to 5pm)  
[wpdnewsupplies@westernpower.co.uk](mailto:wpdnewsupplies@westernpower.co.uk)

**Important**

To prevent your application from being delayed, please ensure you have enclosed all the required information.

✓ **Completed application form**

✓ **Location plan**

✓ **Site layout plan**

✓ **Manufacturer's specification sheet**

(if you are installing electric boilers, heat pumps, generation, or similar electrical equipment)

**What happens next?****Western Power Distribution:****Customer:****1**

Assess the information you have provided, contact you to provide details of the local team responsible for the connection and, if required, request any additional information.



Provide additional information where requested.

**2**

Where required, send you a Connection Offer which is valid for 90 days.



To accept the Connection Offer, sign and return the Letter of Acceptance together with any payment due.

**3**

Where works are required, contact you on receipt of acceptance and payment.



Prepare your site for our arrival in accordance with the requirements set out in your Connection Offer.

**4**

If required, enter into a legal process to obtain permissions for access to install and maintain our equipment.



To ensure the legal process runs smoothly, provide any information possible about the land on which the site is based. More information and a guidance document is available on our website: [www.westernpower.co.uk/connections/new-connections/legal-permissions-and-consents.aspx](http://www.westernpower.co.uk/connections/new-connections/legal-permissions-and-consents.aspx)

**5**

Where applicable issue agreements, such as the Connection Agreement.



Sign and return the agreements.

**6**

Complete any works required by WPD as stated in the Connection Offer.



Appoint a suitably qualified electrician to carry out any internal wiring and connect this to your supply.

Complete any connection works to be carried out by the ICP as stated in the Connection Offer.