

ANNEXURE-A

[Format for Registering of Grievance before Forum/ Committee]
**Before the Consumer Grievances Redressal Forum/
Committee**

Case No.: _____

In the Matter of: [Please mention the subject/type of the Grievance]

In the Matter of: Name of Applicant: _____
Address of Applicant: _____ [Applicant]

In the Matter of: Dakshin Gujarat Vij Co. Ltd.
Sub-Division / Division/ Circle Office,
Address of the Office: _____
_____ [Respondent]

The Applicant above named respectfully submits grievances as follows:

1. Introduction:

[Please specify the consumer number, Name of the unit alongwith full address, purpose of the connection, etc.]

2. Grievance:

[Please mention the grievance in detail covering all the facts of the instant case]

3. Documents in Support:

[Please mention the attachment of all relevant documents attached in support of the grievance, like electricity bill, copy of meter test report, copy of checking report, etc.]

4. Prayer:

[NOTE: This Performa is not mandatory, but desirable for administrative convenience]