

Format - 1									
Application for grant of Short-Term Open-Access Advance Reservation / First-Come-First-Served ( to be sent by Short-Term Open-Access applicant)									
1	Application:		No.:		Date:				
2	Name of the applicant (user):								
3	Address for correspondence:								
	Phone No: (Off.):		(Res):		(Fax):				
	E-mail id:					Mobile No.:			
4	Agreement / MoU details								
	Applicant type - Buyer / Seller / Trader / Captive generator/Non conventional ( needs to fill up only relevant agreement details )								
	With	No.	Date	Valid upto	Max. MW	Capacity already utilized earlier	Balance MW		
	Buyer					No.of days open access utilised			
	Seller								
5	Coordinator detail								
	Name:								
	Designation:								
	Phone No: (Off.):				(Res.):				
	(Fax):				(Mobile):				
e-mail id:									
6	Capacity applied								
	Period		Time period		Capacity				
	From (date)	To (date)	From (Hrs)	To (Hrs)	(MW)				
7	Injecting utility details								
	Name:								
	Point of injection:								
	Name of concerned Discom/Licensee:								
	Details (path to nearest GETCO Sub-Station) :-								
8	Drawee utility detail								
	Name:								
	Point of drawl:								
	Name of concerned Discom/licensee:								
	Details (path to nearest GETCO Sub-Station) :-								
9	Name of trader, if any								
10	Non-refundable application fee								
	Detail-if payment through								
	Electronic clearing scheme(ECS)								
	If by Bank draft / cheque No.:								
	In favour of:								
Payable at:									

**Format-1: Application of grant of Short-Term Open-Access - Advance reservation/First-Come-First-Served basis**

11 It is hereby certified that

(a) All utilities(including buyer, seller, trader) to the transactions shall abide by the provisions of the GERC(Open - Access in intra-State Transmission) Regulation. and amendment if any from time to time.

(b) M/s\_\_\_\_\_ have a valid license(No \_\_\_\_\_ issued by and valid upto \_\_\_\_\_) for intra-State trading and will abide by GERC Regulation on intra-State trading license as amended from time to time

( Note: This clause is applicable only in case applicant is a trader.)

(c) The applicant hereby agrees to keep SLDC,ALDC & Discoms/Licensees indemnified at all times and undertakes to indemnify, defend and save SLDC,ALDC and Discoms/ /licensees harmless from any and all damages, losses, claims and actions relating to injury to or death of any person or damage to property, demands, suits, recoveries, costs and expenses, court costs, attorney fees and all other obligations by or to third parties, arising out of or resulting from the transactions under this Approval.

12. The provisions of the 'Procedure for reservation of transmission capacity to Short-Term Open Access users' issued by SLDC are hereby agreed.

**Signature**

**Place :**

**Name :**

**Date :**

**Designation :**

**Enclosures :**

1. Copy of agreements.
2. Bank draft / Cheque(if payment by Bank draft / cheque)

**Copy :**

- a) Discoms/Licensees involved in transaction
- b) Chief Engineer (Tr), GETCo, 7th Floor, Sardar Patel, Vidhyut Bhavan, Race Course, Vadodara-390 007.

**Date & Time of receipt of application**

**(to be filled in by SLDC)**

<p><b>Format - 2</b></p> <p><b>Request for consent for Short-Term Open-Access</b></p> <p><i>( to be sent by SLDC to concerned Discoms)</i></p>				
Ref. No.: _____		Date: _____		
Consent to be sent by Discom/Licensees: _____				
Ref: Application No. _____		Date: _____		
<p>1. Name of the applicant :</p> <p>2. Name of injecting utility :</p> <p>3. Name of drawee utility :</p> <p>4. <b>Consent sought for</b> :</p>				
From (date)	To (date)	Time period		Capacity MW
		From (hrs.)	To (hrs.)	
<p>5. The Discoms/Licensees to furnish consent application-wise. In case of congestion in the State transmission system, the concerned Discom should decide the reduced quantum (MW) to be allowed</p> <p>6. In case, consent is not received by.....hrs. on.....(date), approval to this transaction would not be granted by SLDC.</p>				
<b>Signature</b>				
<b>Place</b> :		<b>Name</b> :		
<b>Date</b> :		<b>Designation:</b>		
<b>To</b>				
_____				
_____				
_____				

**Format - 3**  
**Consent for Short-Term Open-Access**  
*( to be sent by Discom(s)/Licensees to SLDC)*

**Ref. No.:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Consent to be sent by Discom/Licensee: \_\_\_\_\_

Ref: Application No. \_\_\_\_\_ Date: \_\_\_\_\_

1. Name of the applicant :
2. Name of injecting utility :
3. Name of drawee utility :
4. **Consent accorded for :**

From (date)	To (date)	Time period		Consent sought (MW)	Consent accorded (MW)
		From( hrs.)	To (hrs.)		

5. A curtailed approval is being accorded on account of a perceived congestion in \_\_\_\_\_ network.

**Signature**

**Place :**  
**Date :**

**Name :**  
**Designation:**

**To**  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Format - 4**  
**Request for revising Short-Term Open-Access**  
*( to be sent by SLDC to Applicants)*

**Ref. No.:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
To \_\_\_\_\_  
M/s \_\_\_\_\_ (Applicant)  
\_\_\_\_\_

Ref. : Application No.

Dear Sir,

With reference to your application for reservation of transmission capacity for short-term open-access, there is an anticipated congestion as follows:

Congestion period		Time period		Total capacity available (MW)	Total capacity applied by all applicants (MW)
From (date)	To (date)				

Please send your revised request, if any, latest by \_\_\_\_\_. In case, no reply is received by the specified time limit, your application will be processed as per capacity sought in original application.

**(Signature)**

**Place:** \_\_\_\_\_ **Name :** \_\_\_\_\_  
**Date :** \_\_\_\_\_ **Designation:** \_\_\_\_\_

**Format - 5**  
**Confirmation for revised capacity**  
( to be sent by Applicant to SLDC)

**Ref. No.:** \_\_\_\_\_

**Date:** \_\_\_\_\_

To  
SLDC

\_\_\_\_\_

Ref. : Original application no.

Dear Sir,

With reference to your letter no. \_\_\_\_\_ dt. \_\_\_\_\_, I do hereby confirm that  
( *strikeout or delete the clauses which are not applicable*)

- i) I would like to avail short-term access only for the duration when no congestion is anticipated in the corridor and I do not want to avail the capacity during the congestion period.
- ii) I would like to revise the capacity from \_\_\_\_\_ MW (in original application) to \_\_\_\_\_ MW during the congestion period.

Sr.No.	Congestion period				Applied capacity (MW)	Revised capacity (MW)
	Period		Time period			
	From (date)	To (date)	From (hrs)	To (hrs)		

**Signature**

**Place:**

**Name :**

**Date :**

**Designation:**

**Format - 6**  
**Approval for Short-Term Open-Access**  
*( to be issued by SLDC )*

**Approval No.:** \_\_\_\_\_

**Date:** \_\_\_\_\_

Ref: Original application no. \_\_\_\_\_ dt. \_\_\_\_\_

Revised letter no. \_\_\_\_\_ dt. \_\_\_\_\_

1. Name of user :
2. Name of injecting utility :
3. Name of drawee utility :
4. **Open-access capacity applied for :**

From (date)	To (date)	Time period		Capacity MW
		From(hrs.)	To(hrs.)	

5. **Open-access capacity approved :**

From (date)	To (date)	Time period		Capacity MW
		From(hrs.)	To(hrs.)	

6. A curtailed approval is being granted on account of \_\_\_\_\_
7. In accordance with the bids invited for \_\_\_\_\_ transmission system, transmission charges in respect of the above mentioned system shall be Rs. \_\_\_\_\_/MW/day ( \_\_\_\_\_% of the floor rate of Rs. \_\_\_\_\_/MW/day for the period from \_\_\_\_\_ to \_\_\_\_\_.
8. Above approval is in accordance with the provisions of the "Procedure for reservation of transmission capacity to short-term open-access" issued by SLDC.
9. This approval is subject to full payment made by applicant on or before the due date as specified in the "Schedule of Payment" enclosed.
- 10 LC may be opened by \_\_\_\_\_ for Rs. \_\_\_\_\_ within seven days of commencement of transactions.
11. This approval is subject to full payment made by applicant on or before the due date
  - a. The trader/licensee holding a valid license/permission granted by GERC.
  - b. GERC (Open-access in intra-State transmission & distribution ) Regulation 2005.
  - c. The responsibility of ensuring compliances with the provisions of Electricity Act-2003, GERC Regulations on open-access in intra-State transmission & distribution shall lie with Applicant/User.
12. Standard conditions/format for LC may be down loaded from our website.

**Signature**

**Place** :  
**Date** :

**Name** :  
**Designation:**

To  
(applicant) \_\_\_\_\_  
\_\_\_\_\_

**Copy to:**

- Concerned Discoms/Licensees
- Chief Engineer (Tr), GETCo.

**Enclosure:** Schedule of Payment

**Schedule of Payments**

- a. Approval No. \_\_\_\_\_ dt. \_\_\_\_\_  
 b. Ref: Application No. \_\_\_\_\_ dt. \_\_\_\_\_  
 c. Due date: *(within 3 working days from the date of grant of access)*

MW-days: ( to be calculated by multiplying capacity approved (MW) with no. of days multiplied with applicable day rate (full/half/one-fourth) depending upon the no. of hours in continuous time block.)

From (date)	To (date)	Time period		Capacity (MW)	MW-days
		From(hrs.)	To(hrs.)		
Total MW-days					

**Short-term open-access charges**

Sr.No.	Particulars	ST_Rate Rs./MW/day	Total MW-days	Amount (Rs.)
1.0	Transmission chages			
1.1	Wheeling charges			
1.2	(Discom/Licensee)			
	(Discom/Licensee)			
Sub-total(1)				
2.0	Scheduling & Sys.Operating charges	Rs./day		
2.1	SLDC			
Sub-total(2)				
3	Cross subsidy charge			
4	Additional Surcharge			
5	<b>Total payment (1+2+3+4)</b>			



Due date for subsequent payment

- i. Amount Rs. \_\_\_\_\_ due date:
- ii. Amount Rs. \_\_\_\_\_ due date:
- iii. Amount Rs. \_\_\_\_\_ due date:

**Place:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Name:** \_\_\_\_\_

**Designation:** \_\_\_\_\_

**Format - 7**  
**Details of payment**

( to be submitted by the user along with the payment )

a. Ref.: Approval No.: \_\_\_\_\_ dt. \_\_\_\_\_

b. Ref: Application No. \_\_\_\_\_ dt. \_\_\_\_\_

c. Payment for the period: From:(date) \_\_\_\_\_ To:(date) \_\_\_\_\_

Sr.No.	Particulars	Amount
1.0	Transmission Charges	
1.1	Wheeling charges	
1.2	(Discom/Licensee)	
	(Discom/Licensee)	
	Sub-total(1)	
2.0	Scheduling & system Operating charges	
2.1	SLDC	
	Sub-total(2)	
3	Cross subsidy Charges	
4	Additional surcharge	
5	<b>Total payment(1+2+3+4)</b>	

1. Details of Bank draft:

- Name of Bank with address.
- Draft no. & date
- For amount Rs. \_\_\_\_\_ in favour of "**SLDC short-term open-access**" payable at Vadodara
- In case payment through ECS, details.

**Place:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Name:** \_\_\_\_\_

**Designation:** \_\_\_\_\_

<b>Format - 8</b> <b>Application for grant of Short-Term Open-Access</b> (Day ahead / Same day transaction) (to be sent by Short-Term Open-Access applicant through concerned Discom/Licensee)			
1.	Application:	No.:	Date:
2.	Name of the applicant:		
3.	Address for correspondence		
	Phone No:	(Off.):	(Res):
	E-mail id:		(Fax):
			Mobile No.:
4.	Agreement / MoU / Consent letter details: Applicant type - Buyer / Seller / Trader / Captive generator/Non Conventional (needs to fill up only relevant agreement details)		
	MoU / Agreement / Consent letter		
	With	Reference no.	Date
	Buyer		
	Seller		
5.	Coordinator detail		
	Name:		
	Designation:		
	Phone nos.:	(Off.):	(Res.):
		(Fax):	(Mobile):
	e-mail id:		
6.	Capacity applied:		
	Date of transaction	From (hrs)	To (hrs)
			MW
7.	Injecting utility details:		
	Name:		
	Point of injection:		
	Name of concerned Discom/Licensee:		
	Details (path to nearest GETCO Sub-Station) :-		
8.	Drawee utility details:		
	Name:		
	Point of drawl:		
	Name of concerned Discom/Licensee:		
	Details (path to nearest GETCO Sub-Station) :-		
9.	Name of trader, if any		
10.	Whether payment for application fee, transmission charges and operating charges enclosed? If yes, please furnish details.		
11.	It is hereby certified that (a) All utilities (including buyer, seller, trader) to the transaction shall abide by the provisions of GERC(Open-access in intra-State transmission) Regulation-2005 as amended from time to time.		

**Format - 8: Application for grant of short-term open-access (Day-ahead / Same day transaction)**

(b) M/s \_\_\_\_\_ have a valid license(No. \_\_\_\_\_ issued by \_\_\_\_\_ and valid up-to \_\_\_\_\_) for intra-State trading and will abide by GERC Regulations on intra-State trading license as amended from time to time.

*(Note: This clause is applicable only in case applicant is a trader)*

(c) The applicant hereby agrees to keep SLDC, ALDC and Discoms/Licensees indemnified at all times and undertake to indemnify, defend and save SLDC, ALDC and Discoms/Licensees harmless from any and all damages, losses, claims and action relating to injury or death of any person or damage to property, demands, suits, recoveries, costs and expenses, court costs, attorney fees and all other obligations by or to third parties, arising out of or resulting from the transactions under this approval.

(d) The buyer and the seller have entered into commercial agreement for proposed transaction. Payment of short-term charges (if not paid) shall be made by me within 3 working days of date of application, without any delay.

12. Provisions of "Procedure for Day-ahead / same day reservation of transmission capacity to short-term open-access customers issued by SLDC are hereby agreed.

**Place:** \_\_\_\_\_ **Signature:** \_\_\_\_\_  
**Date:** \_\_\_\_\_ **Name:** \_\_\_\_\_  
**Designation:** \_\_\_\_\_

Through \_\_\_\_\_ Discom

**Place:** \_\_\_\_\_ **Signature:** \_\_\_\_\_  
**Date:** \_\_\_\_\_ **Name:** \_\_\_\_\_  
**Designation:** \_\_\_\_\_

**Enclosures:**

1. Copy of MoU / Consent letter / Agreements

**Copy:**

- a) Discoms/Licensees involved in transaction.

<b>Date &amp; Time of receipt of application</b>	<b>(to be filled in by SLDC)</b>
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**Format - 9**  
**Approval for Short-Term Open-Access**  
*( to be issued by SLDC )*

**Approval No.:** \_\_\_\_\_

**Date:** \_\_\_\_\_

Ref: Application no. \_\_\_\_\_ dt. \_\_\_\_\_

1. Name of user :
2. Name of injecting utility :
3. Name of drawee utility :
4. **Capacity applied :**

Date of transaction	From (hrs)	To (hrs)	MW

5. **Capacity approved:**

Date of transaction	From (hrs)	To (hrs)	MW

6. Above approval is in accordance to the provisions of the "Procedure for day-ahead / same day reservation of transmission capacity to short-term open-access users" issued by SLDC.
7. This approval is subject to
  - a. The trader/licensee holding a valid license/permission granted by GERC.
  - b. GERC's regulations on open-access in intra-State transmission 2005.
  - c. The responsibility of ensuring compliances with the provisions of Electricity Act-2003 and GERC Regulation-2005 on open-access in intra-State transmission and intra-State trading license shall lie with the applicant/user.
  - d. Payment of short-term charges within 3 working days from the date of application

Enclosure: Schedule of payment

**Signature**

**Place** :  
**Date** :

**Name** :  
**Designation:**

**To**  
 (applicant) \_\_\_\_\_  
 \_\_\_\_\_

**Copy to:**

- Concerned Discoms/Licensees
- Chief Engineer (Tr), GETCo.

**Schedule of payments**  
( to be issued along with approval)

- a. **Approval No.:** \_\_\_\_\_ **Date:** \_\_\_\_\_
- b. Ref: Application no. \_\_\_\_\_ dt. \_\_\_\_\_
- c. Payment due: (within 3 working days from date of making application)  
MW-days: (to be calculated by multiplying capacity approved (MW) with applicable day rate (full/half/one-fourth) depending upon the no.of hours in continuous time block)

Date of transaction	Time period		Capacity (MW)	MW-days
	From (hrs)	To (hrs)		
Total MW-days				

**Short-term open-access charges:**

Sr.No.	Items	ST_Rate (Rs./MW/Day)	MW-day	Amount (Rs.)
1.0	Transmission charges			
1.1	Wheeling charges.			
1.2	(Discom/Licensee)			
	(Discom/Licensee)			
	Sub-Total(1)			
2.0	Scheduling & Sys. Operating charges	Rs./Day		
2.1	SLDC			
	Sub-Total(2)			
3	Cross subsidy charge			
4	Additional surcharge			
5	Non-refundable application fee			
6	<b>Total payment(1+2+3+4+5)</b>			

**Signature**

**Place** :  
**Date** :

**Name** :  
**Designation:**

Format - 10

Details of payments

( to be submitted by the user along with payment)

- a. Ref.: Approval No.: \_\_\_\_\_ dt. \_\_\_\_\_
- b. Ref: Application No. \_\_\_\_\_ dt. \_\_\_\_\_
- c. Payment due: (within 3 working days from date of making application)
- d. Payment made on dt. \_\_\_\_\_

Sr.No.	Items	Applicable ST_OA charges Rs.
1.0	Transmission charges.	
1.0	Wheeling charges.	
1.1	_____ (Discom/Licensee)	
	_____ (Discom/Licensee)	
	Sub-Total(1)	
2.0	Scheduling & sys. Operating charges	Amount (Rs.)
2.1	SLDC	
	Sub-Total(2)	
3	Cross subsidy charge	
4	Additional surcharge	
5	Non-refundable application fee	
6	<b>Total payment(1+2+3+4+5)</b>	

1. Details of Bank draft / Cheque:

- a. Name of Bank with address.
- b. Draft / Cheque no. & date
- c. For amount Rs. \_\_\_\_\_ in favour of "**SLDC short-term open-access**" payable at Vadodara
- d. In case payment through ECS, details.

Place: \_\_\_\_\_  
Date: \_\_\_\_\_

Signature: \_\_\_\_\_  
Name: \_\_\_\_\_  
Designation: \_\_\_\_\_

**Terms for Letter of Credit**  
( *Short-term open-access* )

1. The letter of Credit is irrevocable, revolving and shall revolve automatically immediately after release of monthly payment to SLDC as per the payment schedule through this LC upto a limit of Rs. \_\_\_\_\_
2. The letter of Credit will be operated after expiry of the due date of monthly payment as indicated in the "Schedule of payments" enclosed with the approval issued to short-term open-access user by SLDC.
3. The letter of Credit shall remain valid upto \_\_\_\_\_ i.e.(upto one month after the expiry of transaction)
4. Total value of the letter of Credit would be Rs. \_\_\_\_\_
5. All charges relating to opening, advising, confirmation, amendment, recoupment, operation, usance, negotiation, remittance etc.. or any other charges would be borne by applicant.
6. Amount would be paid immediately by the Bank once letter of Credit is operated by authorised officer of SLDC.

**List of documents.**

- I Copy of application for grant of short-term open-access
- II Copy of the approval issued by SLDC for short-term open-access indicating
  - A. Reserved capacity for short-term user
  - B. Period of transaction
  - C. Schedule of monthly payments.
- III Specimen signature of the officer of SLDC authorised to operate the letter of Credit

