**Smart Net Limited Embedded Networks**

**Authorised Livening Agent Application Form** v1.0 20180326

This application form must be completed and submitted to **networks@smartpower.co.nz** . Acceptance of your application by Smart Net Limited authorises you to install and energise meters on Smart Net managed networks, *subject to continued compliance with the terms and conditions below*.

1. **Applicant Details**

|  |  |  |  |
| --- | --- | --- | --- |
| Company Name: |  | | |
|  |  | | |
| Company Number: |  | | |
|  |  |  |  |
| Postal Address: |  | Physical Address: |  |
|  |  |  |  |
| Phone: |  | Fax: |  |
|  |  |  |  |
| Mobile: |  | Email: |  |
|  |  |  |  |
| Electrical Registration No.: |  | Expiry Date: |  |
|  |  |  |  |
| New Zealand Inspectors Practicing Licence No.: |  | Expiry Date: |  |

1. **Terms and Conditions** *(you must acknowledge and agree to all of these)*
   1. **Qualified personnel**; you must at all times hold the relevant licences and qualifications to perform meter installation and energisation, in full compliance with the Electricity Act 1992, Electricity (Safety) Regulations 2010 and New Zealand Electrical Codes of Practice. All work should be completed the standards required by
   2. **Health & Safety**; you must at all times act as a responsible and prudent operator, and comply with all Health and Safety regulations and best practices, including the Health and Safety at Work Act 2015 and the Health and Safety at Work (General Risk and Workplace Management) Regulations 2016.
   3. **Inspection and CoC**; you must not liven any installation without first siting a valid Certificate of Compliance and Record of Inspection. Additionally you must not liven any installation without a valid ICP number and approval from an electricity retailer.
   4. **Provision of Energisation Data in a timely manner**; you must email networks@smartpower.co.nz with details of the energisation work within 24 hours of completion. The information provided should include at least the energisation date, site address, ICP number, COC/ESC certificate number, Record of Inspection number, meter number and a named, signed declaration that the connection is livened and safe to use. A form for this purpose is attached.
   5. **Insurance**; you must at all times hold all relevant insurances applicable to a responsible and prudent operator, including Public Liability Insurance to the value of NZ$5 million or more (please provide current insurance certificate).

You understand that failure to comply with these Terms and Conditions may result in the revocation of your authorisation to install and energise meters on Smart Net managed networks.

1. **References**

Please tick any Local Networks in which you are currently authorised to install and energise electricity meters:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | Vector |  | Counties Power |  | Other (please specify) |  |

1. **Acknowledgement and Agreement**

|  |  |  |
| --- | --- | --- |
| I wish to apply to be an authorised Livening Agent on Smart Net managed networks. I acknowledge and agree to comply with the Terms and Conditions above. | Signed: |  |
|  |  |
| Name of Authorised Signatory: |  |
|  |  |
| Title: |  |
|  |  |
| Date: |  |

Office Use Only:

accepted / declined (circle one) Approved by:\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: / /20 Insurance Certificate sighted?