

Offer Letter

F.A.O. Fairfield Stores, Mr Hitesh Patel,
Fairfield Stores 20 Fairfield Avenue
Maesteg
CF34 9LW

Pheonix Way
Swansea Enterprise Park
Llansamlet
SWANSEA
West Glamorgan
SA7 9HW

WPD Telephone No

01792 784520
20/07/2020

WPD Reference: 3693993

WPD Scheme No: 1429143/1

Dear Fairfield Stores,

**Request for Electricity Disconnection Works at: 1b Penhydd Road, Cymmer, Port
Talbot, SA13 3RD**

I am pleased to provide a quotation for works at the above address. Our charge for the disconnection work is shown below.

Disconnection Charge

Contestable works	£.00
Non-Contestable works	£492.13
VAT at 20 %	£98.43
Total	£590.56

Description of Western Power Distribution Works

Permanent Disconnection of U/G Service In tarmac

Preparatory Works by you



WPD reserve the right to amend this Offer if on-site works vary from those proposed under this Offer and attached plan.

Enclosures

The following documents are enclosed with this Offer Letter and form part of the conditions of WPD's offer to you ("the Offer"):

- ✓ The Specific Conditions for Connection Works
- ✓ The Letter of Acceptance

Where materials have been included within the Offer, you may collect the listed materials using the enclosed Material Request Form.

General Conditions for Disconnection Works

As well as the documents enclosed with this Offer Letter and listed above, the Offer also incorporates and is subject to version 1 December 2017 of our SSQ General Conditions for Connection Works. The General Conditions for Connection Works are a part of the contract that is formed between us once this Offer has been accepted, and you can view here westernpower.co.uk/downloads/2989. Alternatively, we can send you a copy on request. Please take the time to read them as they include important conditions setting out, for example, the circumstances in which you may cancel the Offer or WPD may terminate the Offer. We are happy to discuss any element of these conditions with you.

Acceptance

If you wish to accept this Offer, you can either return the attached "Letter of Acceptance" The Offer is open for acceptance for 90 days from the date of this Offer Letter, after which it will automatically expire. The date of acceptance will also be the date on which the legally binding contract is formed between WPD and you or the company you represent (referred to in this Offer as "the Customer"). Once the contract has been formed we will contact you to arrange a date for the work to be carried out. When planning your work you need to allow 6 weeks' notice for our works.

Payment options

Payment can be made by cheque, over the telephone, via internet:

Cheque

Cheques should be made payable to 'Western Power Distribution' and posted to Western Power Distribution, AR Payments Team, PO Box 231, Elliott Road, Plymouth, PL4 0YU. Please quote WPD reference 3693993 and use the enclosed pre-paid envelope.

Telephone

We accept most major credit & debit cards (charges may apply). Please note, for security reasons, the person making the call must be the registered card holder. Please call 01752 502187 during office hours and quote WPD reference 3693993.

Internet Banking/Bank Transfer (BACS)

You can also make a payment from your bank account using the following details:

Account Name: Western Power Distribution
Bank Account Number: 22410923
Sort Code: 40-14-13

Please quote WPD reference 3693993. If applicable please send remittances to Western Power Distribution, AR Payments Team, PO Box 231, Elliott Road, Plymouth, PL4 0YU or email: wpdremit@westernpower.co.uk

When we have received your payment we will contact you to agree a date for the disconnection. In the meantime, you should contact your supplier to request that they disconnect and remove their meter prior to our attendance.

I will contact you within 2 working days to discuss the next steps and answer any queries you may have in relation to this Offer. In the meantime, you may contact me on the telephone number above or email me via alewis@westernpower.co.uk and I will be happy to discuss your application in further detail.

If you are not satisfied with any part of this Offer please take the opportunity to discuss it first with me and I will try to resolve the matter with you. However, if we cannot reach agreement you can escalate the matter by following our complaints procedure. Further advice relating to disputes is available within clause 26 of the General Conditions for Connection Works or you can visit our website: <https://westernpower.co.uk/Contact-us/Complaints.aspx>

Yours sincerely

Andrew Lewis

WESTERN POWER DISTRIBUTION ("WPD") SPECIFIC CONDITIONS FOR CONNECTION WORKS

These Specific Conditions must be considered in conjunction with the other documents that make up the Offer including the General Conditions for Connection Works and any additional Application Form.

SERVICE DISCONNECTION LOCATION

The disconnection will be made at an agreed location and testing carried out to prove the supply dead at both the cut-out and the disconnection point. No work should be undertaken on, or in the vicinity of, any apparatus or cables owned by Western Power Distribution which remain live on the site. Treat all electrical apparatus and cables as live unless proved dead.

SAFETY

Any work in the vicinity of WPD equipment must be carried out in a safe manner including, as a minimum, compliance with the relevant Health and Safety Executive Guidance Notes available from HMSO. In particular:

GS6 Avoidance of danger from overhead electric lines.

HS(G)47 Avoiding danger from underground cables.

STREET WORKS BY CUSTOMER/CONTRACTOR

A Customer intending to carry out trenchwork in the public highway must obtain a licence from the relevant Highway Authority and will be responsible for the issue of Street Works Notices. All work, including reinstatement, must comply with the New Road and Street Works Act 1991.

METER REMOVAL

The electricity meter remains the property of your electricity supply (the person to whom you pay your electricity bills). To facilitate a disconnection of the supply, you must contact your supplier in advance of our attendance and arrange for them to disconnect and remove the metering equipment. Your supplier will be responsible for issuing any bills for outstanding charges.

LETTER OF ACCEPTANCE

M Unit:	7114
Acc No:	0103
Product:	2338
Project:	

TO:
Accounts Receivable Section
PO Box 231 Elliott Road
Plymouth
Devon
PL4 0ZZ

FROM:
F.A.O. Fairfield Stores, Mr Hitesh Patel,
Fairfield Stores 20 Fairfield Avenue
Maesteg
CF34 9LW

Request for Electricity Disconnection Works at: 1b Penhydd Road, Cymmer, Port Talbot, SA13 3RD

WPD Reference 3693993 **WPD Scheme** 1429143/1

I accept the terms and conditions set out in this Offer including the Specific Conditions for Connection Works and General Conditions for Connection Works.

Payment
I understand that payment for WPD’s works of £590.56 (including VAT) is required following acceptance of this Offer in accordance with the General Conditions for Connection Works.

Reimbursement
I understand that any payment of this disconnection charge should be made by me, the customer, and that any payment made by another person on my behalf and quoting my reference number shall be deemed by WPD to have been made by me. I also understand and agree that, in the event that I cancel this Offer and any reimbursement is due pursuant to clause 19 of the General Conditions for Connection Works, WPD will make such reimbursement via the same means of payment used for the initial transactions (unless expressly agreed otherwise), and in doing so, WPD shall discharge in full any obligation to reimburse me as a result of that cancellation.

Duration of Offer
The Offer is open to acceptance for 90 days from the date of the Offer Letter after which it will automatically expire. The Offer is made on the condition that the works are completed within 90 days of the date of acceptance. Should the works be incomplete after 90 days, WPD reserve the right to terminate or vary this Offer.

Preparatory Works
I understand that all the preparatory works need to be completed before WPD can commence their works. For this supply the preparatory works which I need to complete are:

Acceptance
Print Name:
Signature:
If Signing for a company, state position and company name:
Please provide address for VAT receipt (if different):
Your Purchase Order number (if applicable):

Date: