

**Unmetered Supplies Festive Lighting Submission for the Festive Period (Example)**

<b>Customer Name:</b>	EXAMPLE		<b>Meter Point Administration Number (MPAN):</b>						
			239393939393						
<b>Customer Address:</b>									
Type and Location of Equipment	Street	Town (Inc. postcode)	Wattage of Equipment (Watts only)	Number of Items	Hours of Operation		Dates of Operation		Number of operational days
					Switch on time	Switch off time	Switch on date	Switch off date	
Key 1	Key 2	Key 3	Key 4	Key 5	Key 6	Key 7	Key 8	Key 9	Key 10
Xmas tree lighting	Northern Street	Penshaw, DH4 7LA	25	24	15:30	00:00	25/11/2018	05/01/2018	42
Display lighting	Power Street	Penshaw, DH4 7LA	40	3	15:30	00:00	25/11/2018	05/01/2018	42
Pole Motifs	Grid Street	Penshaw, DH4 7LA	35	3	15:30	00:00	25/11/2018	05/01/2018	42
Photocell/Time Switch Equipment (Location)	Street	Town (Inc. postcode)	Wattage	Number of Items	Operational days	Dates of Operation			
Key 11	Key 12	Key 13	Key 14	Key 15	Key 16	Key 17	Key 18		
Xmas tree lighting	Northern Street	Penshaw, DH4 7LA	0.25	3	42	25/11/2018	25/11/2018		

Name \_\_\_\_\_  
 Signed \_\_\_\_\_  
 Date \_\_\_\_\_

Key	
1	This should be a description of what type of display the item is.
2	Street the item is located on.
3	Postcode & area item located on.
4	Wattage of the item described, i.e. wattage of each bulb, or if a string of lights you could either put down wattage per bulb and how many bulbs as the number of items or the total wattage of the string of lights and just put one item as one string of lights.
5	How many items of equipment per wattage, -- Please see key 4 if this is a string of lights.
6	Time equipment is switched on.
7	Time equipment is switched off.
8	Date switched on.
9	Date switched off.
10	Number of days festive light is on for, please include day of switch on and day of switch off.
Photocell/Time Switch Equipment - This is applicable if you have photocell/time switch equipment which tells the festive lights when to turn off and on (each day)	
11	Where the Photocell/Time Switch equipment is located.
12	Street the equipment is located on.
13	Postcode & area where the Photocell/Time Switch equipment is located.
14	Wattage of the Photocell/Time Switch equipment.
15	Number of Photocell/Time Switch equipment.
16	Number of days the Photocell/Time Switch equipment will be on for, please include day of switch on and day of switch off.
17	Date the Photocell/Time Switch are switched on.
18	Date the Photocell/Time Switch are switched off.