

APPENDIX A

NOTICE OF DISCONNECTION

(Date)

(Name of Authorized Person)

(Designation)

(Name of Entity to be Disconnected)

(Address)

Subject: **NOTICE OF DISCONNECTION AND FINAL DEMAND FOR (NAME OF THE ENTITY TO BE DISCONNECTED)**

Dear _____ :

The (Name of Network Service Provider) hereby serves you this notice for failing to (Ground/s for Disconnection) amounting to (Total amount due and demanded, if applicable). In this regard, we advise you to immediately comply/settle the above requirements/amount within five (7) business days from receipt of this notice. Failure to do so **shall result to the disconnection of your facility from the transmission/distribution network on (Date of Disconnection). (Name of the Requesting Party) shall hold (Name of the Network Service Provider) free and harmless from any kinds of suits that may arise and shall likewise indemnify (Name of the Network Service Provider) from any damages (Name of the Network Service Provider) may have suffered in relation to the issuance of this Notice of Disconnection/Final Demand.**

This is without prejudice to the filing of the appropriate action in court to protect our rights and interests.

Your immediate and preferential attention and action is hereby requested.

Very truly yours,

(Name and Address of the Requesting Party)

Received by:

(Name and Signature of the Recipient/Date of Receipt)

Cc: Implementation Review Committee (IRC) through the Department of Energy-Electric Power Industry
Management Bureau (DOE-EPIMB)
System Operator
Market Operator
(Name of the Requesting Party)

(PLEASE DISREGARD THIS NOTICE IF REQUIREMENT/PAYMENT HAS ALREADY BEEN COMPLIED/MADE)