

Good day,

Kindly find all the steps that will happen from now as the City of Ekurhuleni send you the quotation.

- **First step:** The Energy department will wait for an email of acceptance of the quotation from the customer.
- **Second Step:** The Energy department create a Tax Invoice and send it to the customer;
- **Third Step:** After the payment the Customer send a proof of payment to the Energy department;
- **The Fourth Step:** The Customer register a servitude, at the same time the Customer construct the servitude area as per the attached drawing that comes with the quotation,
- **The fifth Step:** The Energy department receive an email to do inspection and issue a works instruction to the construction team to do the installation,
- **The Sixth Step:** the Customer will connect the new cable into the new box and be ready for new installation.
- **The Seven Step:** the changeover is done, old supply is removed taking the old readings and new power is switch-on.
- **The Eighth Step:** the Energy department will submit old readings and new metering information to the Finance department for billing purposes.

Trusting that you will find the above is in order.