

CONVERTING TO A PREPAYMENT METER - DOMESTIC

APPLICATION / COST

As from 1 July 2015 different types of meters are available for converting Credit to Prepaid. Cost is payable at the time of applying for the conversion. Application forms are available from the Electricity & Energy Directorate at Munelek, 46 Harrower Road, North End (Tel. 041- 392 4162).

SUPPORT DOCUMENTATION

It is essential that you produce a recent municipal electricity account for the property where you wish to have the meter converted. Due to the demand, you may need to transfer your deposit to your new address first, or if a new consumer pays the necessary deposit at the Budget & Treasury Directorate. If you are not the owner of the property, you will be required to provide the registered owner's written permission for the conversion. Proof of ownership is required, or a letter from the registered owner. We will require a copy of your Identity Document. Your account must be a current account and up to date. Should your account be linked to a 500 account no, please liaise with your nearest Budget & Treasury Directorate.

PROCEDURE and Metering types

- Credit meter inside the house – **R900** - on a wooden board on your distribution board – **you will not require the services of a private contractor**. (Please be specific – as wrong information could result in a revisit fee.)

If your credit meter is on the boundary wall or in a meter room – You have an option of meters.

Normal Bec – R840 A private electrician is needed. Your electrician will be required to fit a base in the position where the prepaid meter is to be installed, which will involve drilling holes in the wall where the meter is to be fitted. On completion a Compliance form must be submitted. The prepaid meter will then be fitted inside the house and credit meter removed. As this work entails working inside a meter panel or in close proximity to live wires, the contractor shall be a competent person in terms of the Occupational Health and Safety Act. This means that the person carrying out the work shall be a qualified electrician or a person who is authorized by the Department of Labour to carry out electrical work. This will not be done by the NMBM. Proof of such authorization should be submitted to the consumer before the work is carried out.

- Split Phase Meter – R900 - If your credit electricity meter is your garage or meter box outside, we can fit the meter inside your meter box, together with a separate key pad. **You will then not require the services of a private contractor**. You can at a later stage, get a competent person to run the extra length of communication wiring to the keypad, so it can be placed where you would like it to be. No Compliance form will be needed, you must just inform the Clerical staff at the counter, that you agree to have the keypad fitted in the meter box/ when the credit meter is removed.

**Should you choose this option, you will not receive a BASE.

- PLC Split meter (Meter with Remote Control) – R1350 There is **no need for a contractor**. The form will be completed with all the relevant information and submitted as a Meter Movement Request for the installation of the meter.
- Wireless/RF – R1450 There is **no need for a contractor**. The form will be completed with all the relevant information and submitted as a Meter Movement Request for the installation of the meter.

You will be contacted in order to arrange an appointment for morning or afternoon – therefore provide a telephone number at which you can be contacted during office hours. It is unfortunately not possible to be specific regarding a time of day for the appointment (it will be either in the morning or the afternoon).

YOUR NEW METER

The electricity supply will be disconnected for a short period, which will affect all electrical clocks, video recorder timers, etc. Choice of type of meter rests with the Directorate and depends on availability.

YOUR RESPONSIBILITY

The meter itself will be loaded with 10 free kilowatt-hours (kWh) or units of electricity. Please note that you will not be able to purchase electricity without the swipe-card. Lost, stolen and damaged swipe-cards can be replaced or extra cards purchased at the Electricity & Energy Directorate for a fee of R15,00. Lost tokens can be given for keypad meter tokens, which can be obtained by contacting 041 392 4162 and they can issued to you with the 20 digits of your purchase. When purchasing electricity, please ensure that you use the correct swipe card for the meter, and that the vendor returns the correct swipe-card and token to you, as the Electricity & Energy Directorate will not be responsible for incorrect or swapped cards/tokens. Vendor issues are dealt with by Budget and Treasury 041 506 5555. There is a Call Out fee payable if you require the NMBM to drain a meter of the incorrect token issued. (Details available on request.)

YOUR MUNICIPAL SERVICES ACCOUNT

The electricity component of your credit meter account will be terminated some time after the installation of your new prepayment meter. The Budget & Treasury Directorate will refund your electricity deposit in due course. For further information kindly telephone 041-506-5555.

→NOTE: The meter remains the property of NMBM and is not transferable to any other premises. **No unauthorised persons may move or tamper with the meter.**