***SECTION 1 (to be completed by Customer / Supplier / Appointed Agent)***

****Notifying Party Contact Details****

|  |  |  |
| --- | --- | --- |
| Details of notifying Party |  | Supplier / Appointed Agent Details  |
| **Name:** |  |  |  |
| **Business Name:** |  |  |  |
| **Telephone:** |  |  |  |
| **Email Address:** |  |  |  |
| Details of representative’s alternate (if required) |
| **Name:** |  |
| **Organisation:** |  |
| **Contact Number:** |  |
| **Email Address:** |  |

****Site Details****

|  |
| --- |
| Details of the site for which the residual charging band is in dispute |
| **Site Name:** |  |
| **Site Address:** |  |
| **Type of Site:** |  |
| **Voltage of Connection:** |  |

****Counterparty Details****

|  |
| --- |
| Details of the counterparty to the Dispute |
| **DNO/IDNO Name:** |  |
| **Contact Person:** |  |
| **Contact Number:** |  |
| **Email Address:** |  |

****Overview of Dispute****

|  |
| --- |
| Provide a brief overview of the Dispute |
| **Dispute Type:** | (e.g. incorrect allocation to band / not allocated to a lower band following change to site / incorrectly identified as Final Demand Site) |
| **Relevant Paragraph in Schedule 32:** |  |
| **Overview of steps taken so far:** | (e.g. date on which communication with the counterparty was initiated and timeline thereafter)  |
| **Brief description of desired outcome:** |  |

****Detailed explanation****

|  |
| --- |
| Provide a detailed description of the case for why the Final Demand Site should be reallocated to a different charging band or should be considered a Non-Final Demand Site. Please include reasonable evidence in support of this case. |
| **Detailed description:** |
|  |
| **Supporting evidence/documentation (including description of any attached supporting documents):** |
|  |

## *****SECTION 2*** *(to be completed by DNO/IDNO Party)***

****Detailed explanation****

|  |
| --- |
| Detail the rationale for why the Final Demand Site should not be reallocated to another charging band or does not meet the criteria to be treated as a Non-Final Demand Site. Please send your response back to the Secretariat within 10 Working Days.  |
| **Detailed description:** |
|  |
| **Supporting evidence/documentation (description of any attached supporting documents):** |
|  |

## *****SECTION 3*** *(for Code Administrator use only)***

****For Code Administrators Use Only****

|  |  |
| --- | --- |
| **Ref No.** |  |
| **Date received:** |  |
| **Date issued to Disputes Committee:** |  |
| **Outcome following Disputes Committee meeting:** |
|  |