

Emergency Electricity Payment Scheme

Financial Counsellor Use Only

Details of financial counsellor submitting application

Name of financial counsellor: _____

Name and address of financial counsellor's organisation: _____

Telephone: _____ E-mail: _____

Details of applicant's electricity retail arrangements

Name of electricity retailer: _____

Electricity retailer contact person: _____

Details of extension/payment arrangements on account (if applicable): _____

Check list (all mandatory)

- Applicant is eligible for an EEPS payment
- Completed and signed application form is attached
- DHS has confirmed that applicant has not received an EEPS payment in at least three years

Attached confirmation in writing from the electricity retailer of the following:

- The applicant is a current customer of the electricity retailer*
- The current amount owing on the electricity account*
- Details of any payment arrangements with the electricity retailer to consolidate the remaining debt (if applicable)*
- Copy of applicant's income and expenditure details are attached
- Copy of applicant's most recent electricity account
- Comments in support of application have been provided, below



Financial counsellor's comments in support of application (must be completed)

Additional information attached? Yes / No _____

Financial counsellor's recommendation

Application recommended for payment: Yes / No Amount: \$ _____
Financial counsellor's signature: _____ Date: / /

Application submission

Submit application to the Department of Human Services, ConcessionsSA:

BY EMAIL: EmergencyElectricityPaymentScheme@sa.gov.au

BY FAX: (08) 8226 7047

For more information telephone 1300 735 350

DHS USE ONLY

Approved: Yes / No Amount: \$ _____ Date approved: / /

Person approving application: Name: _____
Signature: _____

Financial counsellor notified: Date: / /

Reason declined (check where appropriate and attach notes) Insufficient information Withdrawn – incomplete application, further information not received within 6 weeks EEPS received within 3 years of application date