

**Appendix 1**  
(Substation Keys Hiring Out Form)

This hiring out form is a part of the substation keys hire agreement between:

\_\_\_\_\_ (the "**Connection Provider**"); and  
Western Power Distribution (South West) plc, Western Power Distribution (South Wales)  
plc, Western Power Distribution (East Midlands) plc and Western Power Distribution (West  
Midlands) plc ("**WPD**"), dated \_\_\_\_\_ (the "**Substation Keys  
Agreement**"). This hiring out form is subject to all the terms and conditions of the Substation  
Keys Agreement.

<b>Hire period date/time from:</b> _____ <b>to:</b> _____
Substation Sites to be accessed

**By signing this hiring out form, I confirm that:**

(i) I am properly authorised by the Connection Provider to collect and use the keys being collected, (the "**Keys**"). (ii) I have all qualifications, skills and experience as are necessary for the proper and safe access of the WPD sites set out in the table above (the "**Sites**") and have received all necessary training and accreditation in order to access the Sites safely and in accordance with all relevant rules and guidelines (including as a minimum National Electricity Registration Scheme Scopes: LV and HV Network Connection – Operational Access. (iii) I will not permit the Sites to be accessed by any third party without my proper supervision and direction, nor will I permit the Keys to leave my custody at any time during the period of hire. (iv) I acknowledge that I use the Keys entirely at my own risk as a competent Connection Provider. (v) I will use the Keys only to access the Sites set out above. (vi) I have inspected the Keys and consider them to be in a good, undamaged and useable condition free of defects on collection, save as noted on the reverse of this form. (vii) I will return the Keys to WPD promptly at the end of the Hire Period.

Date/time of collection:	Date/time of return:
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Signed on behalf of Connection Provider **on collection** of the Keys:

Signed on behalf of WPD **on return** of the Keys:

\_\_\_\_\_

\_\_\_\_\_

Name:

Date:

Name:

Date:

**Damage/defects on collection** (to be noted prior to removing the Keys from the collection location)

Comments

Signed on behalf of Connection Provider:

Signed on behalf of WPD:

\_\_\_\_\_

\_\_\_\_\_

**Damage/defects on return** (to be noted prior to WPD signing the form on return of the Keys)

Comments

Signed on behalf of Connection Provider:

Signed on behalf of WPD:

\_\_\_\_\_

\_\_\_\_\_