

**SUPREME COURT OF INDIA**

(Admn. General Branch)

F.No. 278/Networks/2022-23/SCA(G)

Date: 05.04.2023

**CIRCULAR**

It is circulated for information of all concerned that MTNL Helpdesk will be available from **Monday, the 10<sup>th</sup> April 2023 to Saturday, the 15<sup>th</sup> April 2023** during office working hours on the Ground Floor, D-Block, Additional Building Complex for the Allottees Advocates of Lawyers' Chambers in Supreme Court premises for booking of the FTTH connection (Telephone & Internet facility) for their respective chambers.

The requirements for booking of new FTTH connection will be as follows:-

1. Duly filled in application form (copy enclosed)
2. Proof of identity: PAN Card/ Passport/ Aadhar Card/ Election Commission ID Card/ Driving Licence
3. Proof of Address: Copy of Chamber Allotment letter
4. The amount chargeable at the time of booking shall be charged in the first bill as a special case.

The interested Allottee-Advocates may avail the facility within the given time to avoid last minute rush.

Sd/-

(Srikanth G. Pai)  
Assistant Registrar (AG)

Copy to: All Concerned.



# MAHANAGAR TELEPHONE NIGAM LTD.

Mahanagar Doorsanchar Sadan, 5th Floor, 9 CGO Complex, Lodhi Road, New Delhi-110003  
Web Site Address : <http://www.mtnl.net.in>

Stamp  
Size  
Photograph  
Cross Signed  
by Applicant

|               |
|---------------|
| BASIC SERVICE |
| LANDLINE      |
| ISDN          |

|           |
|-----------|
| BROADBAND |
| TRIBAND   |

|         |
|---------|
| GSM     |
| DOLPHIN |
| TRUMP   |

|       |
|-------|
| FTTH  |
| DATA  |
| VOICE |

\*1. Type of service required  
Please tick ( ☒ )

\*2 Type of applicant: \_\_\_\_\_

| TITLE  | SURNAME | FIRST | MIDDLE |
|--|---------|-------|--------|
| *3.Name <input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Dr |         |       |        |

|                            |  |
|----------------------------|--|
| *4.Father's/Husband's Name |  |
|----------------------------|--|

|                            |  |                         |  |                |  |
|----------------------------|--|-------------------------|--|----------------|--|
| *5.Date of Birth(DD/MM/YY) |  | *6.Sex M/F/Third Gender |  | *7 Nationality |  |
|----------------------------|--|-------------------------|--|----------------|--|

|            |             |                   |        |         |
|------------|-------------|-------------------|--------|---------|
| *8.Hobbies | 9.Education | 10.Marital Status | Single | Married |
|------------|-------------|-------------------|--------|---------|

|   |                          |                   |                          |                   |                          |
|---|--------------------------|-------------------|--------------------------|-------------------|--------------------------|
| 11.Average income per month(Rs) a) < 10,000 | <input type="checkbox"/> | b) 10,000 -20,000 | <input type="checkbox"/> | c) 20,000 -30,000 | <input type="checkbox"/> |
| d) 30,000-50,000                            | <input type="checkbox"/> | e) > 50,000       | <input type="checkbox"/> |                   |                          |

|  |  |
|--|--|
| *12.Residential Address/<br>Installation Address<br>(Proof to be attached) |  |
|--|--|

|                |          |
|----------------|----------|
| 13. E-mail Id: | PIN CODE |
|----------------|----------|

|  |          |
|--|----------|
| 14.Billing / Correspondence Address<br>(if different from above) |          |
| Local Address (For<br>outstation customers)                      | PIN CODE |

|                       |  |
|-----------------------|--|
| *15.A)PAN NO./GIR NO. | (If PAN No. not available please fill form 60) |
|-----------------------|--|

|                                  |                           |
|----------------------------------|---------------------------|
| 16.Existing MTNL Tel No.(if any) | Existing Customer A/C No. |
|----------------------------------|---------------------------|

|   |  |
|---|--|
| 17.i) Type of any other service of MTNL or other Operator used by you |  |
|---|--|

|                               |    |
|-------------------------------|----|
| ii) Tel No of that service a) | b) |
|-------------------------------|----|

|                                   |             |            |             |
|-----------------------------------|-------------|------------|-------------|
| *18.Tariff Plan opted: Service(1) | Tariff Code | Service(2) | Tariff Code |
| Service(3)                        | Tariff Code | Service(4) | Tariff Code |

\*19.Option for Receiving Bill \_\_\_\_\_

\*20. Option for Bill payment \_\_\_\_\_

21 (a) Whether subs. Fitting (Wiring) is required for MTNL. Y / N ☐

\* 21 (b) Whether Telephone Instrument is required form MTNL Y / N ☐

\*21 (c) Whether Modem is required from MTNL Y / N ☐

|   |     |    |     |          |
|---|-----|----|-----|----------|
| *22. Any additional Value added services required | Yes | No | VAS | Mob. No. |
|---|-----|----|-----|----------|

|  |  |
|--|--|
| 22.(a) Tariff Plan for value added service |  |
|--|--|

|                  |     |    |
|------------------|-----|----|
| 23. NDNC Option: | Yes | No |
|------------------|-----|----|

|   |  |
|---|--|
| *24.Type of Identity proof submitted & its No.: |  |
|---|--|

|                            |  |
|----------------------------|--|
| 24(a) Aadhar No (optional) |  |
|----------------------------|--|

\*25. Mode of payment for Registration: Cash / Cheque / DD/ online payment Rs.

|               |       |
|---------------|-------|
| Cheque/DD No. | Date: |
|---------------|-------|

|                  |   |
|------------------|---|
| Bank account no. | Name of Bank & Branch on which Cheque /DD drawn |
|------------------|---|

(in case of cheque)

\* Columns are mandatory Customer's Signature \_\_\_\_\_

For office use

|  |                      |
|--|----------------------|
| Booked By Name of CSC/Distributor/MBA: | CSC/Distributor Code |
|--|----------------------|

|                     |  |
|---------------------|--|
| Customer A/c Number |  |
|---------------------|--|

|                      |                 |
|----------------------|-----------------|
| Landline /Mobile No. | SIM No./ESN No. |
|----------------------|-----------------|

-----Tear Here-----

ACKNOWLEDGMENT SLIP

Received an application form for \_\_\_\_\_ service from \_\_\_\_\_ with the payment

of Rs. \_\_\_\_\_ in cash/through cheque/DD

Sinature & Name of MTNL Officer with Stamp \_\_\_\_\_ Date : \_\_\_\_\_



## CUSTOMER DECLARATION / UNDERTAKING :

1. I hereby declare and undertake that the above information is wholly true. I have read and understood the instructions and the terms and conditions of MTNL for this service and agree to abide by them. I have gone through the details of the tariff plan, which I have opted for, which I know, can change from time to time. I also agree that my connection is subject to verification, evaluation and acceptance by MTNL.
2. I hereby declare that the SIM or connection purchased by me shall not be used for telemarketing and in cash such SIM or connection is used for telemarketing, the telecom resources used for the purpose or telemarketing shall be liable to be disconnected.

\*Signature of subscriber \_\_\_\_\_

(Signature, name & seal of authorized signatory in case of company)

### Customer Guide

- At Sl. No. 2 fill up type of applicant i.e Individual-General (Gallantry/President's Police Medal for Gallantry awardees, War widows, Disabled soldiers, Blind, Serving DOT employees, Retired DOT or MTNL or BSNL employees, Senior Citizen), Non Residential telephone in Schools / Universities / Institutions / Homes for Aged/Orphans etc recognized by Government, a Private or Public Company, Sole Proprietor or Partnership firm
- At Sl. No. 12 fill up Address where fixed connection is to be installed and or where customer normally resides in case of mobile connection. Customer has to submit proof of address for it.
- At Sl. No 14 fill up the address where you want to receive the bill of the service. It is to be filled only if installation address is different from billing address.
- At Sl. No. 16 mention existing telephone/Mobile number & Customer Account No. of MTNL, on which you want to get extra service like Broadband, Internet or other Value added service etc.
- At Sl. No. 18 please fill-up Tariff plan may be seen / decided for the service you want who avail from <http://www.mtnldelhi.in> we have many alternative tariff plans to suit individual requirement.
- At Sl. No 19 Option for Receiving Bill: If customer wants to receive the bill through e-mail write bill through e-mail else leave it blank. Kindly give your email address at serial No 13.
- At Sl No 20: Option for bill payment: If customer wants to pay the bill electronically please specify the mode of bill payment i.e. through ECS/ Credit /Debit card. The total discount on both e-billing and e-payment combined together will not exceed more th
- At. No 22 Please fill up details of any additional or value added service you want to avail like ISD/ STD/ extra e-mail ids/ extra e-mail space / internet / STD roaming / ISD roaming/ CLIR / GPRS/MMS/ Video Conferencing / Games on Demand / Video on Demand/fixed IP addresses/Call forwarding/ Abbreviated dialing/CLIP/ any other. The details of value added services are given in MTNL brochure
- At Sl No. 23 indicate your option for National Do Not Call registry(NDNC).
- At Sl. No 25 indicate payment option you want to choose i.e. Cash / Cheque / DD

### Instructions

- (a) Please furnish the original documents with photocopies for verification of identity and address by one or more of the following documents as applicable: (i) Income Tax PAN card (ii) Passport (iii) Voter I.D. card (iv) Driving License (v) Armed License (vi) any photo identity cards issued by a Statutory / Government Authority. (vii) Aadhaar Card For updated list please visit <http://www.mtnldelhi.in>
- (b) Public Limited Cos. may enclose certificate of Incorporation, Memorandum of Articles, duly signed by M.D. / Director of the company along with any proof of identity as above of the authorized officer of the company. In case application is signed by an authorized signatory, then attested photocopy of Power of Attorney must be attached.
- (c) In case of Govt. of India Undertaking, Govt. of India Offices / State Govt. Offices, the aforesaid requirements are dispensed with self - certification on the letter head will suffice along with the name and designation of the coordinating officer to be consulted in case of need.
- (d) In case of Foreign Missions in India and other foreign agencies, the name and designation of the authorized officer along with details of officials etc. for whom the connection is intended.
- (e) In case of outstation subscribers, details of local reference(s) /Address be given at Column (14) Billing Address/ Local Address to be given.
- (f) Payment will be accepted by Cash / Cheque / DD in favor of "MTNL Delhi, Dolphin" for GSM services and "MTNL Delhi" for any other service.
- (g) Telephone is liable to be disconnected within 35 days from the date of issue of bill. This amounts to restriction of outgoing call facilities. After a period of one month from the date of DNP, incoming facility shall also be withdrawn. Telephones is liable to be disconnected for outstanding equal to or more than bimonthly rental.
- (h) Any Wi-Fi connectivity deployed by subscriber has to be activated only after it is registered for centralized authentication with MTNL
- (i) For availing telephone under concessional category, requisite documentary proof has to be submitted along with application. Contact our customer care executive or Toll Free Helpline or website for more detail.
- (ii) Appropriate instructions are issued to the concerned officers / officials at NCR / Sanchar Haats that no deposit beyond Rs. 1000/- is to be accepted from any customer forthwith towards voluntary deposit or any other type of advance. It may also be explicitly mentioned in the customer bill and also in websites of MTNL that the if such excess amount is deposited beyond Rs. 1000/- it shall be treated as refundable/ adjustable deposit and will be adjusted against future bills.

For more details or any help visit our website <http://www.mtnldelhi.in> or Dial our helpline.

