Energy Bill Relief

# Part 1 - Alternative Energy and Embedded Networks

If your small business is off-grid and produces its own electricity or is in an embedded network and pays electricity costs, you may be eligible for energy bill relief (the Scheme) as a one-off payment to your nominated bank account.

Embedded networks are private electricity networks that serve multiple premises, such as in apartment blocks, caravan parks and shopping centres.

To receive the one-off bill relief payment of $325, your small business must meet all the following eligibility criteria:

* be located in the Territory and not connected to the electricity grid e.g. does not receive an electricity bill from Jacana Energy or another electricity retailer
* incur costs associated with the supply of electricity for example use of a generator/solar system or invoices and can provide evidence of expenditure
* have an annual electricity consumption below 160 MWh
* is not run using electricity from your home or another residential property
* is not a local government council, government agency, institution, or corporation, unless the business mainly provides services that compete with the private sector.

The consumption threshold does not apply to embedded small businesses with no consumption prior to 30 June 2024.

Small businesses must apply for bill relief between 1 July 2024 and 1 April 2025. Applications made after 1 April 2025 will not be eligible for bill relief.

## Payments

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| Please complete all fields | | | | | | | | | |
| **Section 1 Your business details** | | | | | | | | | |
| Vendor ID |  | | | ABN | | |  | | |
| Business name |  | | | | | | | | |
| Business address |  | | | | | | | | |
| Suburb/Town |  | | | | Post Code | | |  | |
| Phone |  | | | | Email | | |  | |
| To receive payments or claim expenses from the Northern Territory (NT) Government, you must hold a vendor account, if you do not have a vendor account, please fill out the attached vendor creation form | | | | | | | | | |
| **Section 2 Electricity** | | | | | | | | | |
| Please specify below how your electricity is provided, you will also need to provide evidence of the costs associated with the supply of electricity as an attachment to this application. | | | | | | | | | |
| Off grid electricity from your own generator | | Off grid electricity from a solar system | | | | Embedded network customer | | | |
| Other (please specify) | | | | | | | | | |
| Is your annual electricity consumption below 160 megawatt hours? | | Yes | | | | No | | | |
| **Section 3 Supporting Documentation** | | | | | | | | | |
| **This application must be submitted with:** | | | **Documents attached** | | | | | | |
| A tax compliant invoice including your business name and matching the business’s registered address | | | Yes | | | | | | No |
| A receipt or bank statement showing payment by the business for the electricity supply | | | Yes | | | | | | No |

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| --- | --- |
| **Section 4 Declaration** | |
| By signing this declaration I acknowledge and declare that:   1. All information provided in this application is true and correct. 2. I am an authorised representative of the business. 3. I have attached the required supporting documents as detailed in and required by this application form. 4. I understand that if I do not provide the appropriate supporting documentation, my application may not be accepted by the Territory Revenue Office. 5. I consent to the Territory Revenue Office collecting, using and disclosing the information provided in my application to other Northern Territory Government (NTG) agencies, NTG owned entities, Commonwealth Government agencies, approved vendors under the Scheme/s and contract service providers engaged by the NTG in relation to the Scheme/s for:  * verifying my identity * determining or verifying my eligibility for the Scheme/s and managing any payment under the Scheme/s * business intelligence purposes in relation to the Scheme/s, such as compilation or analysis of statistics, auditing purposes and seeking feedback * requesting additional information to confirm my eligibility for the Scheme/s and * any other matters related to the administration of the Scheme/s. * I understand that this consent, once agreed to, remains valid unless I withdraw it by contacting the Territory Revenue Office in writing. | |
| Full Name |  |
| Signature |  |
| Date |  |

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| --- |
| How to submit Email your completed form with the completed Vendor Creation/Amendment form (below) to [ntrevenue@nt.gov.au](mailto:ntrevenue@nt.gov.au)  Additional information on 2024-25 energy bill relief can be found here at <https://www.energy.gov.au/energy-bill-relief-fund> |

# Part 2

Vendor creation / amendment form

Please fill in the following details and complete the declaration. Fields marked with an asterisk (\*) are required.

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| --- | --- | --- | --- |
| **Section A – Non-ABN holder to complete** | | | |
| **Statement by a Supplier\*** refer to ATO website1 for further information:  To avoid 47% withholding tax being deducted from your payment you must select at the below statement as to the reason for not quoting an ABN (mark your selection with an X). NOTE: if there are any changes related to this statement you need to contact Accounts Payable. | | | |
| **You are an individual and the supply is wholly of a private or domestic nature** | | |  |
| **Vendor ID** (if known) |  | | |
| **Title\*** |  | | |
| **Given name/s\*** |  | | |
| **Surname name\*** |  | | |
| **Entity name\*** (if applicable) |  | | |
| **Postal address\*** |  | | |
| **Suburb/State/Postcode\*** |  | | |
| **Telephone number\*** |  | | |
| **Email** (remittance method) **\*** |  | | |
| **Section B – Preferred remittance method** | | | |
| How would you like us to send your remittance? (select one) | | Email (as provided in Section A or B) / Post | |
| **Section C – Bank account details** | | | |

1 https://[www.ato.gov.au/forms-and-instructions/statement-by-supplier-not-quoting-an-abn](http://www.ato.gov.au/forms-and-instructions/statement-by-supplier-not-quoting-an-abn)

Vendor creation / amendment form

|  |  |
| --- | --- |
| **BSB number\*** (branch identifier) |  |
| **Account number\*** |  |
| **Name of financial institution\*** |  |
| **Branch location\*** |  |

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| --- | --- | --- | --- |
| **Section D - Declaration** | | | |
| By signing below, I agree to the following:   * I declare that I am an authorised representative of the vendor outlined at section A. * I have read and can verify that all of the details outlined above are true and correct. * I authorise the NT Government to send its remittance advice via the method specified at section B. * I authorise the NT Government to pay amounts owing to the bank account indicated in section C.   The NT Government will accept the signature of the authorised representative as conclusive evidence of that person’s authority to execute this agreement on behalf of the vendor. The NT Government is under no obligation to verify the authority of the undersigned authorised representative.  The vendor is responsible for the above particulars and for advising the NT Government of any changes in the abovementioned particulars within a reasonable time. Payment will be deemed to be made when the NT Government account is credited. The NT Government will not be responsible for any delays in payment or errors due to factors outside the reasonable control of the NT Government. This includes but is not limited to delays or errors in the banking system.  The vendor agrees to repay the NT Government any payments credited to the vendor in error. The NT Government reserves the right to offset any amount paid in error against future payments. | | | |
| **This Declaration is made at\*** |  | | |
| **This declaration is made by (full name including middle name where appropriate) \*** |  | **Date\*** |  |

**Privacy Statement**

To receive payments from the NT Government, you must set up a vendor account and supply the information requested. The NT Government will not share this information and only use the information to administer payments to you or if compelled to by law. Failure to supply the required information may result in us being unable to process payments to you. To request access to or correct your personal information please email [accountspayable@nt.gov.au](mailto:accountspayable@nt.gov.au)

**Contact**

If you have any questions or to submit this **Vendor Creation Form**, contact the **Department of Corporate and Digital Development** by phone: 08 8943 6237 or email: [accountspayable@nt.gov.au](mailto:accountspayable@nt.gov.au)

For questions about the **Energy Bill Relief**, please contact the **Territory Revenue Office** on 1300 305 353 or via email at ntrevnue@nt.gov.au