

STATE OF TENNESSEE

Office of the Attorney General



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Filed Electronically in TPUC Docket Room on 10/11/2017
October 11, 2017

Sharla Dillon
Docket Manager
Tennessee Public Utility Commission
502 Deaderick Street
Nashville, TN 37243

Re: Tennessee Public Utility Commission, Docket No. 17-00014, *Petition of Integra Water Tennessee, LLC for a Certificate of Public Convenience and Necessity and Authority to Charge Rates in Casey Cove Subdivision Located in Dekalb County, Tennessee*

Dear Ms. Dillon:

This morning the Consumer Protection and Advocate Division filed its Second Discovery Request to Integra Water Tennessee, LLC in the above-referenced Docket and inadvertently did not attach the Exhibits to that filing. Attached here for filing are Exhibits 2-A, 2-B and 2-C to that request.

We apologize for any inconvenience. Thank you for your time and consideration of this matter. If you have questions regarding this request, please contact me at (615) 741-2370.

Respectfully,

A handwritten signature in blue ink that reads "Karen H. Stachowski".

Karen H. Stachowski
Assistant Attorney General

**STATE OF NORTH CAROLINA
UTILITIES COMMISSION
RALEIGH**

DOCKET NO. W-1300, SUB 37

BEFORE THE NORTH CAROLINA UTILITIES COMMISSION

In the Matter of	
Application by Old North State Water Company,)
LLC, 4700 Homewood Court, Suite 108, Raleigh,) ORDER GRANTING
NC 27609, for a Certificate of Public Convenience) FRANCHISE AND
and Necessity to Provide Water Utility Service in) APPROVING RATES
Bailey Farms Subdivision in Franklin County,)
North Carolina)

BY THE COMMISSION: On March 29, 2017, Old North State Water Company, LLC (Old North State), filed an amended application seeking a certificate of public convenience and necessity to provide water utility service in Bailey Farms Subdivision in Franklin County, North Carolina, and approval of rates. Old North State proposes to charge its currently approved uniform water rates.

The Public Staff presented this matter at the Commission's Staff Conference on June 19, 2017.

Based upon the verified application and the entire record in this matter, the Commission makes the following

FINDINGS OF FACT

1. Old North State presently holds water franchises serving approximately 161 customers and wastewater franchises serving approximately 2,150 customers in North Carolina. Old North State's record of service is satisfactory.
2. Old North State expects eventually to serve 25 water customers in Bailey Farms Subdivision. Bailey Farms is shown on plans filed as Exhibit 10 to the application.
3. The North Carolina Department of Environmental Quality, Division of Water Resources (DWR), has issued a plan approval letter for Bailey Farms Subdivision. The plans are approved under serial number 16-00919, dated March 16, 2017.

CPAD Exhibit 2-A
Docket No. 17-00014

4. Old North State has entered into a Water Agreement with Crosswind Development, Inc., (Developer), under which Developer is installing at Developer's cost the water production, storage, treatment, and distribution system. Old North State is requesting a meter installation fee of \$70. Old North State is not requesting a connection fee. Old North State is purchasing the water system for \$500 per single-family residential equivalent (SFRE) from Developer, payable quarterly based upon the number of water service meters installed during the previous quarter.

5. Old North State has filed all exhibits required with the application.

6. Old North State has the technical, managerial, and financial capacity to provide water utility service in this franchise location.

7. The Public Staff has recommended that Old North State be required to post a \$10,000 bond for Bailey Farms Subdivision. Old North State currently has \$400,000 of bonds posted with the Commission. Of this amount, \$300,000 of bond surety is assigned to specific subdivisions, and \$100,000 of bond surety is unassigned.

CONCLUSIONS

Based on the foregoing and the recommendations of the Public Staff, the Commission concludes that \$10,000 of Old North State's unassigned bond surety should be assigned to Bailey Farms Subdivision; that the water utility franchise requested by Old North State in Bailey Farms Subdivision should be granted; that the meter installation fee of \$70 should be approved; and that the requested rates should be approved.

IT IS, THEREFORE, ORDERED as follows:

1. That \$10,000 of Old North State's unassigned bond surety is assigned to Bailey Farms Subdivision. The remaining unassigned bond surety shall be \$80,000 (a total of \$20,000 is being assigned concurrently in Docket Nos. W-1300, Sub 32 and Sub 37).

2. That Old North State is granted a Certificate of Public Convenience and Necessity to provide water utility service in Bailey Farms Subdivision in Franklin County, North Carolina.

3. That Appendix A constitutes the Certificate of Public Convenience and Necessity.

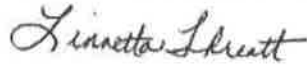
4. That the Schedule of Rates, attached as Appendix B, is approved for Old North State in the Bailey Farms Subdivision.

5. That the meter installation fee of \$70 is approved for Bailey Farms Subdivision.

ISSUED BY ORDER OF THE COMMISSION.

This the 19th day of June, 2017.

NORTH CAROLINA UTILITIES COMMISSION

A handwritten signature in cursive script, appearing to read "Linnetta Threath".

Linnetta Threath, Acting Deputy Clerk

Commissioner ToNola D. Brown-Bland did not participate in this decision.

APPENDIX A

STATE OF NORTH CAROLINA
UTILITIES COMMISSION
RALEIGH

DOCKET NO. W-1300, SUB 37

BEFORE THE NORTH CAROLINA UTILITIES COMMISSION

OLD NORTH STATE WATER COMPANY, LLC

is granted this

CERTIFICATE OF PUBLIC CONVENIENCE AND NECESSITY

to provide water utility service

in

Bailey Farms Subdivision

Franklin County, North Carolina,

subject to any orders, rules, regulations,
and conditions now or hereafter lawfully made
by the North Carolina Utilities Commission.

ISSUED BY ORDER OF THE COMMISSION.

This the 19th day of June, 2017.

NORTH CAROLINA UTILITIES COMMISSION



Linnetta Threatt, Acting Deputy Clerk

SCHEDULE OF RATES

for

OLD NORTH STATE WATER COMPANY, LLC

for providing water utility service in

Bailey Farms Subdivision

Franklin County, North Carolina

<u>Monthly Base Rate (zero usage):</u>	\$ 15.00
<u>Water Usage Rate:</u>	\$ 5.00 per 1,000 gallons
<u>Connection Fee:</u>	None
<u>Meter Installation Fee:</u>	\$ 70.00
<u>New Account Fee:</u>	\$ 20.00
<u>Reconnection Charge if Service is Discontinued by Utility:</u>	\$30.00
<u>Reconnection Charge if Service is Discontinued by Customer:</u>	\$15.00
<u>Bills Due:</u>	On billing date
<u>Bills Past Due:</u>	15 days after billing date
<u>Billing Frequency:</u>	Shall be monthly for service in arrears
<u>Finance Charges for Late Payment:</u>	1.0% per month will be applied to the unpaid balance of all bills still past due 25 days after billing date.

Issued in Accordance with Authority Granted by the North Carolina Utilities Commission
in Docket No. W-1300, Sub 37, on this the 19th day of June, 2017.

**STATE OF NORTH CAROLINA
UTILITIES COMMISSION
RALEIGH**

DOCKET NO. W-1300, SUB 38

BEFORE THE NORTH CAROLINA UTILITIES COMMISSION

In the Matter of	
Application by Old North State Water)
Company, LLC, 4700 Homewood Court,)
Suite 108, Raleigh, NC 27609, for a Certificate)
of Public Convenience and Necessity to)
Provide Water Utility Service in Shiloh)
Subdivision in Guilford County, North Carolina)
	ORDER GRANTING
	FRANCHISE AND
	APPROVING RATES

BY THE COMMISSION: On June 1, 2017, Old North State Water Company, LLC (Old North State), filed an application seeking a certificate of public convenience and necessity to provide water utility service in Shiloh Subdivision in Guilford County, North Carolina, and approval of rates. Old North State proposes to charge its currently approved uniform water rates.

The Public Staff presented this matter at the Commission's Staff Conference on July 10, 2017.

Based upon the verified application and the entire record in this matter, the Commission makes the following

FINDINGS OF FACT

1. Old North State presently holds water franchises serving approximately 161 customers and wastewater franchises serving approximately 2,150 customers in North Carolina. Old North State's record of service is satisfactory.
2. Old North State expects eventually to serve 63 water customers in Shiloh Subdivision. Shiloh Subdivision is shown on plans filed as Exhibit 9 to the application.
3. The North Carolina Department of Environmental Quality, Division of Water Resources (DWR), has issued a plan approval letter for Shiloh Subdivision. The plans are approved under serial number 17-00220, dated April 6, 2017.
4. Old North State has entered into a Water Agreement with D. Stone Builders, Inc. (Developer), under which Developer is installing at Developer's cost the water production, storage, treatment, and distribution system. Old North State is requesting a meter installation fee of \$70 and a connection fee of \$500 per single-family residential equivalent (SFRE) for water service, to be paid by the builder or person first requesting service to a particular lot. Old North State is purchasing the water system for \$1,000 per

SFRE from Developer, payable quarterly based upon the number of water service meters installed during the previous quarter.

5. Old North State has filed all exhibits required with the application.

6. Old North State has the technical, managerial, and financial capacity to provide water utility service in this franchise location.

7. The Public Staff has recommended that Old North State be required to post a \$10,000 bond for Shiloh Subdivision. Old North State currently has \$400,000 of bonds posted with the Commission. Of this amount, \$320,000 of bond surety is assigned to specific subdivisions, and \$80,000 of bond surety is unassigned.

CONCLUSIONS

Based on the foregoing and the recommendations of the Public Staff, the Commission concludes that \$10,000 of Old North State's unassigned bond surety should be assigned to Shiloh Subdivision; that the water utility franchise requested by Old North State in Shiloh Subdivision should be granted; that the meter installation fee of \$70 and the connection fee of \$500 per SFRE for water service should be approved; and that the requested rates should be approved.

IT IS, THEREFORE, ORDERED as follows:

1. That \$10,000 of Old North State's unassigned surety bond is assigned to Shiloh Subdivision. The remaining unassigned bond shall be \$60,000 (a total of \$20,000 is being assigned concurrently in Docket Nos. W-1300, Sub 34 and Sub 38).

2. That Old North State is granted a certificate of public convenience and necessity to provide water utility service in Shiloh Subdivision in Guilford County, North Carolina.

3. That Appendix A constitutes the Certificate of Public Convenience and Necessity.

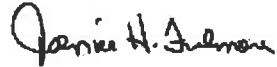
4. That the Schedule of Rates, attached as Appendix B, is approved for Old North State in the Shiloh Subdivision.

5. That the meter installation fee of \$70 and the connection fee of \$500 per SFRE for water service is approved for Shiloh Subdivision.

ISSUED BY ORDER OF THE COMMISSION.

This the 10th day of July, 2017.

NORTH CAROLINA UTILITIES COMMISSION

A handwritten signature in black ink, appearing to read "Janice H. Fulmore". The signature is written in a cursive, flowing style.

Janice H. Fulmore, Deputy Clerk

**STATE OF NORTH CAROLINA
UTILITIES COMMISSION
RALEIGH**

DOCKET NO. W-1300, SUB 38

BEFORE THE NORTH CAROLINA UTILITIES COMMISSION

OLD NORTH STATE WATER COMPANY, LLC

is granted this

CERTIFICATE OF PUBLIC CONVENIENCE AND NECESSITY

to provide water utility service

in

Shiloh Subdivision

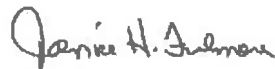
Guilford County, North Carolina,

subject to any orders, rules, regulations,
and conditions now or hereafter lawfully made
by the North Carolina Utilities Commission.

ISSUED BY ORDER OF THE COMMISSION.

This the 10th day of July, 2017.

NORTH CAROLINA UTILITIES COMMISSION



Janice H. Fulmore, Deputy Clerk

APPENDIX B

SCHEDULE OF RATES

for

OLD NORTH STATE WATER COMPANY, LLC

for providing water utility service in

Shiloh Subdivision

Guilford County, North Carolina

<u>Monthly Base Rate (zero usage):</u>	\$ 15.00
<u>Water Usage Rate:</u>	\$ 5.00 per 1,000 gallons
<u>Connection Fee:</u>	\$ 500.00
<u>Meter Installation Fee:</u>	\$ 70.00
<u>New Account Fee:</u>	\$ 20.00
<u>Reconnection Charge if Service is Discontinued by Utility:</u>	\$30.00
<u>Reconnection Charge if Service is Discontinued by Customer:</u>	\$15.00
<u>Bills Due:</u>	On billing date
<u>Bills Past Due:</u>	15 days after billing date
<u>Billing Frequency:</u>	Shall be monthly for service in arrears
<u>Finance Charges for Late Payment:</u>	1.0% per month will be applied to the unpaid balance of all bills still past due 25 days after billing date.

Issued in Accordance with Authority Granted by the North Carolina Utilities Commission in Docket No. W-1300, Sub 38, on this the 10th day of July, 2017.



PO Box 10127, Birmingham, AL 35202

Toll Free (877) 511-2911 Fax (205) 326-6856

*****WATER / WASTE WATER SERVICE APPLICATION*****

*****READ THIS APPLICATION IN ITS ENTIRETY BEFORE SIGNING*****

*****THIS APPLICATION WILL BECOME A BINDING CONTRACT UPON ACCEPTANCE BY THE UTILITY*****

I, we, the undersigned ("Consumer") hereby request water/waste water service from Integra Water, LLC or its subsidiaries ("Utility") at the Service Address and for the use stated below and none other. Consumer agrees to promptly pay the application fees, service fees, deposits, late fees, after-hours fees, processing fees and all other charges and fees of Utility ("Charges") at Utility's standard rates as set by Utility, now or at any future time, and to comply with Utility's rules, regulations and policies, as modified from time to time by Utility ("Rules"). Utility's obligation to provide water/waste water service is subject to (i) Utility's acceptance of this Application and (ii) the provisions of any water or sewer license, franchise, easement, right-of-way or other agreements that may exist between Utility and any governmental authority or other person. Utility shall have exclusive right to furnish such service(s) to the Service Address. Consumer will read and comply with the **Water & Waste Water Policy Manual** available at www.integrawater.com or upon request from Utility at the address shown above. The signed Application, together with a copy of Consumer's valid Driver's License and applicable Charges, must be submitted to Utility at the address set forth above. Consumer further agrees that:

- (1) Utility retains title to and has the sole right to use all meters, connections and other property furnished by it and may remove them at anytime; and
- (2) Consumer is responsible for the safekeeping of all property of Utility at the Service Address; and
- (3) Consumer consents to Consumer's water provider releasing to Utility, water consumption at the Service Address for exact calculation of sewer services;
- (4) Consumer grants and guarantees free right of access by Utility employees, agents, and contractors to meters, connections and other property of Utility at the Service Address without obstruction (e.g., shrubs, decks, porches, vehicles, animals, fences, etc., or human intervention); and
- (5) Consumer will keep the service line, all other piping, all plumbing fixtures and fittings and all appliances at the Service Address (not including meters maintained by the Utility) in good and safe operating condition, first notifying the Utility prior to having repairs made to the service line, and will report immediately to the Utility any leaks discovered; and
- (6) Consumer will not connect supplementary water or sewer service to a new or existing meter or connection on Utility's system. Consumer agrees that a separate tap with associated Charges will be required for each building or structure at the Service Address; and
- (7) Consumer will notify Utility within 10 days prior to vacating the Service Address or service discontinuance for any reason; and
- (8) Consumer will install, at Consumer's expense and pursuant to Utility specifications, the service line from Utility's distribution system to the point of use at the Service Address. Consumer is responsible for obtaining correct specifications from Utility for service lines. Utility has the sole right to determine the location of the service line's connection to the Utility's distribution system. Utility will not refund any payments made by Consumer for extension of water or waste water distribution lines to the property line of the Service Address unless required under a separate agreement with Utility; and
- (9) Consumer agrees that Utility may install or cause to be installed a cut-off valve on the water service line at the Service Address, and that upon a Default, Utility has the absolute right 10 days after mailing notice to the Service Address to stop water and waste water service to the Service Address by use of the cut-off valve. Utility has the right to do so without notice in the event of an emergency or if damage to Utility's system or plant is likely to occur or Utility is otherwise likely to incur liability. Use of the cut-off valve to terminate waste water service will also result in the termination of water service, but Consumer must continue to pay the minimum fee for water service if required by the water service provider.
- (10) Discontinuance of Service: Consumer understands and agrees that:
 - a.) 10 days after mailing written notice to the Service Address (or immediately and without notice in the event of an emergency or if damage to Utility's system or plant is likely to occur or Utility is otherwise likely to incur liability), Utility can cut off water and waste water service to the Service Address if Consumer fails to pay any Charges, fails to comply with any of the Regulations or fails to comply with any provision of this Contract (a "Default"); and
 - b.) Consumer must pay an additional delinquent processing fee to reinstate service, and if reinstatement of service occurs after hours, Consumer must pay an additional after hours call out fee; and
 - c.) Consumer must pay all Charges in full before service will be reinstated; and
 - d.) Utility employees or contracted agents are not allowed to collect payments in the field without special authorization from management; and
 - e.) Utility employees and contracted agents must disconnect all accounts that are delinquent; and
 - f.) Consumer must pay any unpaid Charges promptly at time service is discontinued; and
- (11) Consumer will pay a late fee equal to 10% of any Charges that remain unpaid following the delinquent date shown on the utility bill. Consumer will pay or reimburse Utility for all costs and expenses, including, but not limited to, reasonable attorney's fee, collection fees, and interest, incurred by the Utility in collecting or attempting to collect any Charges or other sum due from Consumer to Utility; and Consumer waives all rights of exemption as to personal property under the constitution and laws of this state or any other state; and
- (12) Septage Haulers contributing to any of the Utility's WWT Plants must sign this plus an additional agreement; and
- (13) Consumer does and hereby release and forever discharge, and hereby agrees to indemnify, defend and hold harmless, Utility, its members, managers, employees, contractors, successors and assigns (collectively, the "Indemnified Parties"), from all loss, claim, damage and expense to property, person or otherwise and of every nature (including attorney's fees) arising out of or relating to the provision of service to the Service Address by Utility, including any loss, claim, damage or expense arising out of a breach by Consumer of any provision of this Contract, except to the extent caused by the sole negligence or willful misconduct of Utility. In addition, Consumer does hereby releases and forever discharge the Indemnified Parties from all loss, claim, damage and expense to property, person or otherwise and of every kind arising from any service interruptions or other conditions or occurrences arising from or relating to use of the cut-off valve, water or waste water line breaks or blockages, tampering, failures of the Utility system, acts of God, fire, earthquake, flood, explosion, war or hostilities, any act of terrorism or belligerence, riot, public disorder, expropriation, requisition, confiscation or nationalization, rationing or allocation (whether imposed by law, decree, regulation or industry insistence), restraint by order of court or governmental authority, inability to obtain necessary approvals from any governmental authority, epidemic, quarantine, strikes or combination of workmen, labor disturbances, failure or breakdown of facilities and/or equipment (whether or not resulting from any cause listed above), changes in laws or regulations, termination or restriction of rights under any license, franchise, easement, right-of-way or other agreement for any cause whatsoever or any other event, matter or thing, wherever occurring, which shall not be within the reasonable control of Utility (each a "Force Majeure Event"). Utility's failure to perform or delay in performing any of its obligations under this Contract as a result of a Force Majeure Event shall not be a breach of this Contract.

Signature Applicant #1: _____

Date: _____

Signature Applicant #2: _____

Date: _____

UTILITY SIGNATURE: _____

Date: _____

> ***Continue to back of page



Print Applicant #1: _____

Print Applicant #2: _____

Owner: ☐ Tenant: ☐ Developer: ☐ Landlord: ☐

Other: _____

Mailing Address: _____

Service Address: _____

Federal Tax ID #: _____

Integra Water, LLC will not disclose any personal information about you to a third party vendor unless for debt collection or compelled to do so by law.

Valid US Driver's License or Approved Picture ID and
A Social Security Number or Federal Tax ID # is Requested

Use: Residential ☐ Commercial ☐ Industrial ☐

Would you like to participate in our free bank draft payment plan?
Have you previously had service on our Water / Waste Water System?

Employer Applicant #1: _____

Employer Applicant #2: _____

Information Applicant #1

Information Applicant #2

DL #: _____

SS #: _____

Work #: _____

Home #: _____

Cell #: _____

Providing cell # is granting permission to Integra Water to use the cell # for all contact purposes.

DOB: _____

E-Mail #1: _____

E-Mail #2: _____

☐ Yes ☐ No
☐ Yes ☐ No

DATE TO START NEW SERVICE: _____

ADDRESS TRANSFERRING FROM: _____

IF TRANSFER: DATE TO STOP SERVICE: _____

Rt./Acct. #: _____

For Office Use Only: System ID: _____

CUSTOMER NUMBER: _____

ROUTE / ACCOUNT #: _____

SERVICE ADDRESS: _____

SUB-DIVISION NAME: _____

PHASE: _____

LOT NUMBER: _____

**Application & Tap Fees are Non-refundable*

**Fire Hydrant permits are Non-refundable*

*APPLICATION FEE	\$
TRANSFER FEE	\$
*TAP FEE	\$
SYSTEM DEV. FEE	\$
METER CHARGE	\$
*FIRE HYD PERMIT	\$
Meter UPSIZE Fee	\$
Meter DOWNSIZE Fee	\$
OTHER CHARGES	\$
TOTAL CHARGES	\$

Payment Method: CASH ☐ CHECK # ☐ DEBIT ☐ CREDIT ☐

Application Type: WATER ☐ SEWER ☐ *SEPTAGE HAULER ☐ * Additional Application

Required

New Account Service Order #: _____

Final Bill Service Order #: _____

Transfer From Customer #: _____

Transfer To Customer #: _____

Customer User Class: _____

Special Instructions

Meter #: _____

Meter #: _____

Billing Cycle #: _____

Billing Cycle #: _____

Billing Category: _____

Rates and Miscellaneous Charges are Subject to Change

*****Read This Contract in Its Entirety Before Signing*****

Application for Connection
Old North State Water Company, LLC
c/o Integra Water, LLC
PO Box 10127
Birmingham, AL 35202
Customer Service: 877-511-2911

CPAD Exhibit 2-C
Docket No. 17-00014

All applicable sections must be complete to be approved and mailed to address above

Select One:

☐ Permanent Service (Resident) ☐ Temporary Service (Builders) ☐ Transfer of Sewer Service

Print Applicant #1: _____

Employer Applicant #1: _____

Print Applicant #2: _____

Employer Applicant #2: _____

Owner: ____ **Tenant:** ____ **Developer:** ____ **Landlord:** ____

Other: _____

Information Applicant #1

Information Applicant #2

Mailing Address: _____

_____ **DL #:** _____

_____ **SS #:** _____

Service Address: _____

_____ **Work #:** _____

_____ **Home #:** _____

If Commercial

Federal Tax ID #: _____

_____ **Cell #:** _____

Providing cell # is granting permission to use the cell numbers for all contact purposes.

Sub-Division: _____ **Lot #:** _____

_____ **DOB:** _____

Copy of valid US Driver's License or Approved Picture ID &
A Social Security Number or Federal Tax ID # is requested

E-Mail #1: _____

E-Mail #2: _____

Providing email address is granting permission to use the addresses for all contact purposes.

Old North State Water Company, LLC is prohibited from disclosure any personal information except as may be required by a Court of Law

Use: Residential ____ Commercial ____ Industrial ____

DATE TO START NEW SERVICE: _____

IF TRANSFER: DATE TO STOP SERVICE: _____

ADDRESS TRANSFERRING FROM: _____

Rt./Acct. #: _____

Customer Agreement (Owner)

As the owner, I hereby accept responsibility for all charges pertaining to waste water service and will not compromise the proper operation of waste water sanitary sewer being provided in any manner. I understand that any unpaid balance may result in service being discontinued.

Owner Signature _____ Date _____

Customer (Owner) – Tenant Agreement

I hereby request that Old North State Water Company, LLC send all bills directly to the tenant and waive my right to receive all bills relative to waste water service for the above service address. I understand that any unpaid balance may result in service being discontinued.

Owner Signature _____ Date _____

As the tenant, I hereby accept responsibility for all charges pertaining to waste water service from the above date. I understand that any unpaid balance may result in service being discontinued.

Tenant Signature _____ Date _____

For Office Use Only:

System ID:

Old North State Water Company, LLC (ONSWC)

CUSTOMER NUMBER: _____

ROUTE / ACCOUNT #: _____

SERVICE ADDRESS: _____

SUB-DIVISION NAME: _____

PHASE: _____

LOT NUMBER: _____

CONNECTION FEE \$ _____

OTHER CHARGES \$ _____

TOTAL CHARGES \$ _____

Payment Method: **CASH** _____ **CHECK #** _____ **DEBIT** _____ **CREDIT** _____

Application Type: **WATER** _____ **SEWER** _____

New Account Service Order #: _____

Meter #: _____

Final Bill Service Order #: _____

Meter #: _____

Transfer From Customer #: _____

Billing Cycle #: _____

Transfer To Customer #: _____

Billing Cycle #: _____

Customer User Class: _____

Billing Category: _____

Special Instructions

