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{var id=NOTICEDATE}

L

{var id=CUSTNAME}  
{var id=ACCTADDR1}  
{var id=ACCTADDR2}  
{var id=ACCTADDR3}  
{var id=ACCTADDR4}

DISCONNECT NOTICE 1

Account Number: {var id=ACCOUNT}-{var id=ACCTCKDGT}  
Service Address: {var id=SVCADDR}  
Meter Number: {var id=METER}

Dear {var id=CUSTNAME},

Our records indicate your utility account is past due as follows:

Disconnect Amount \${var id=PASTDUEAMT}      Total Amount of Bill \${var id=TOTALAMT}

Please disregard this notice if payment has been made.

Unless payment of \${var id=PASTDUEAMT} is received prior to {var id=DATEI}, service will be disconnected. Once service is disconnected, payment of the utility bill and any applicable reconnection fee will be required before service is restored.

Reconnection fees:

Electric Service - \$60.00 plus tax during business hours - \$75.00 plus tax after business hours  
Gas Service - \$49.00 plus tax during business hours - \$69.00 plus tax after business hours

You have the right to appeal the company's decision to the South Dakota Public Utilities Commission, 500 East Capitol, Pierre, SD 57501, telephone number 800-332-1782.

Residential disconnection may be postponed for a 30-day period by presenting, prior to disconnection, a physician's certificate stating that disconnection would aggravate a resident's existing illness or handicap.

If you believe the charges on your bill are incorrect, we encourage you to contact us to discuss the disputed charges. If we cannot resolve the dispute, you should pay the undisputed portion of the bill and appeal the disputed amount to the South Dakota Public Utilities Commission.

If you have any questions, to make payment (fees may apply) or discuss possible payment arrangements, please call us at 800-245-6977 Monday-Friday, 7 a.m. - 6 p.m. (local time).

Or you can stop by one of our convenient walk-in offices. Please visit [NorthWesternEnergy.com](http://NorthWesternEnergy.com) for office hours in your area.

Sincerely,

NorthWestern Energy  
Customer Care Department

**Customer Service Guide**

The customer service guide can be found at:

[www.NorthWesternEnergy.com/SDServiceGuide](http://www.NorthWesternEnergy.com/SDServiceGuide)

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**New Customer Handbook**

The new customer handbook can be found at:

[www.NorthWesternEnergy.com/SDCustomerHandbook](http://www.NorthWesternEnergy.com/SDCustomerHandbook)

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Form No. 2927 09/18



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## Construction Application

### Service Requested

- |                     |                                   |                                      |
|---------------------|-----------------------------------|--------------------------------------|
| Residential (new):  | <input type="checkbox"/> Electric | <input type="checkbox"/> Natural Gas |
| Commercial (new):   | <input type="checkbox"/> Electric | <input type="checkbox"/> Natural Gas |
| Subdivision (new):  | <input type="checkbox"/> Electric | <input type="checkbox"/> Natural Gas |
| Utility Relocation: | <input type="checkbox"/> Electric | <input type="checkbox"/> Natural Gas |
| Service Removal:    | <input type="checkbox"/> Electric | <input type="checkbox"/> Natural Gas |
| Service Conversion: | <input type="checkbox"/>          |                                      |
| Lighting:           | <input type="checkbox"/>          |                                      |
| Irrigation:         | <input type="checkbox"/>          |                                      |
| Temporary Electric: | <input type="checkbox"/>          |                                      |
- (May not be available in all areas)



**Know what's below.  
Call before you dig.**

### Customer Information

Customer/Company Name (Billing Name): \_\_\_\_\_  
 Primary Contact Number: \_\_\_\_\_ Secondary Contact Number: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Service Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 (City or County new address assignment may be necessary)  
 Did you have a previous service with NorthWestern Energy at another address? Yes  No   
 If Yes, Address: \_\_\_\_\_  
 Email Address: \_\_\_\_\_

### New Service Information

**Building Information:** Square Footage: \_\_\_\_\_ ft<sup>2</sup>  
 Residential:  House  Mobile Home  Garage  Multiplex Housing (# of units \_\_\_\_\_)  
 Commercial:  Office  Retail  Restaurant  Other (Describe \_\_\_\_\_)  
 Subdivision:  Residential (# of Lots \_\_\_\_\_)  Commercial (# of Lots \_\_\_\_\_)

**Residential Load Information:**  
 Voltage:  120/240  Other: \_\_\_\_\_ Panel Size: \_\_\_\_\_ (Amps)  
 Primary Heat Source:  Electric  Natural Gas  Other: \_\_\_\_\_  
 Natural Gas Load: \_\_\_\_\_ btu/hr (total load of all natural gas appliances)

**Commercial/Irrigation Load Information:**  
 Panel Size: \_\_\_\_\_ (Amps) H.P. \_\_\_\_\_ (irrigation)  
 Voltage:  1Φ  120/240  240/480 (MT ONLY)  
            3Φ  120/208  120/240  240/480 (MT ONLY)  277/480  
 Natural Gas Load: \_\_\_\_\_ btu/hr (total load of all natural gas appliances)

**Please Note:** Customer load sheets and design information is typically required for commercial electric and natural gas service installations. Load sheets may be provided by NorthWestern Energy.

Completed By: \_\_\_\_\_ Date: \_\_\_\_\_

**SAMPLE FORMS**  
**NORTHWESTERN ENERGY PUBLIC SERVICE CORPORATION d/b/a NORTHWESTERN ENERGY**  
**SIOUX FALLS** **Section No. 6**  
**SOUTH DAKOTA** **Sheet No. 4**

6th Revised **Sheet No. 4**  
Canceling 5th Revised **Sheet No. 4**

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{var id=CUSTNAME}  
{var id=ACCTADDR1}  
{var id=ACCTADDR2}  
{var id=ACCTADDR3}  
{var id=ACCTADDR4}

Dear {var id=CUSTNAME},

As a result of your conversation with NorthWestern Energy on {var id=SYSTEMDATE}, you have agreed to be the guarantor of utility services for:

Account Name: {var id=COMMENT2}  
Account Address: {var id=COMMENT3}  
Account Number: {var id=COMMENT1}  
Guaranteed Amount: \${var id=AMOUNT1}

As a guarantor, you will be responsible for any unpaid utility bills effective {var id=DATE1} on the account. This agreement is in effect for one year from the date of this letter or until you provide NorthWestern Energy with 60 days written notice that you would like to be removed as a guarantor on this account.

During the next 12 months, if the account is closed or disconnected for non-payment and a balance remains unpaid by the customer, this balance will be transferred to your account, and an outside collection agency may be utilized to collect the balance.

It is your responsibility to inform NorthWestern Energy of changes of address, etc. to ensure we are able to contact you regarding the status of the account you have guaranteed.

If you have any questions, please call NorthWestern Energy at 800-245-6977. Customer service representatives are available Monday-Friday, 7 a.m. - 6 p.m.

\_\_\_\_\_  
Guarantor Signature

\_\_\_\_\_  
Date

N

{var id=CUSTNAME}  
{var id=ACCTADDR 1}  
{var id=ACCTADDR2}  
{var id=ACCTADDR3}  
{var id=ACCTADDR4}

RE: Account Number: {var id=ACCOUNTX}-{var id=ACCTCKDGT}  
Balance: {var id=AMOUNT1}  
Service Address: {var id=COMMENT2}  
Disputed Name: {var id=COMMENT1}

Dear {var id=CUSTNAME}:

You recently contacted our office to dispute your responsibility for the account above. It is important you complete the enclosed questionnaire and return it to us for review. You must also provide reasons as to why you believe these charges are not yours, as well as any evidence that supports these claims, two (2) forms of identification, and a police report stating that the charges billed to you were without your knowledge.

Please have the form notarized. It is important that you read and complete the instructions as indicated in this packet. If you do not complete all of the requirements, we will continue to hold you responsible for this bill. Upon receipt of the requested information, we will review your situation and make a determination regarding the disputed charges. We will contact you once a decision has been reached.

Please return the completed packet and documentation to:

NorthWestern Energy  
Credit and Collections  
Department 40 E. Broadway  
St.  
Butte, MT 59701

We will not change the name on this account until proof of the new responsible party is provided.

Sincerely,

NorthWestern Energy  
Customer Care  
Department



SAMPLE FORMS

NORTHWESTERN ENERGY PUBLIC SERVICE CORPORATION d/b/a NORTHWESTERN ENERGY  
SIOUX FALLS  
SOUTH DAKOTA

Section No. 6  
Sheet No. 6  
4th Revised  
Canceling 3rd Revised Sheet No. 6



Form No. 3674 03/12

NWE Internal Use Only  
Reference # [ ]  
Internal # [ ]

N

LETTER OF AUTHORIZATION  
ADDING CO-RESPONSIBLE PARTY TO AN ACCOUNT

I, [ ] authorize NorthWestern Energy to add  
(\*NorthWestern Energy Customer Name)

[ ] as a Co-Responsible Party to my NWE Account.  
(Co-Responsible Third Party - please print)

I understand that as a Co-Responsible Third Party, [ ] will be financially responsible for all billed services and fees provided by NorthWestern Energy for the premise located at

[ ] (Service Address), [ ] (City), [ ] (State) as of [ ] (Date). Also, he/she

may request to be discontinued as a Co-Responsible Third Party for this account at any time. I further understand all Co-Responsible Third Parties are authorized to make changes to this account, including but not limited to making credit arrangements, changing the mailing address, and disconnecting services.

[ ] (Signature of NWE Customer) [ ] (Printed Name) [ ] (Date)

\*Required to list one form of Account ID Information: [ ]

\*(circle ID Type) Social Security # Date of Birth Driver's License # State ID #

I, [ ] (Co-Responsible Party - Please Print), [ ] (Relationship to NWE Customer), accept financial responsibility

for all billed services and fees provided by NorthWestern Energy for the premise located at [ ] (Service Address), [ ] (City), [ ] (State) as of [ ] (Date). I further

understand that I shall be held liable for such debt accrued until such time that I notify NorthWestern Energy that I am no longer responsible.

[ ] (Signature of Co-Responsible Party) [ ] (Printed Name) [ ] (Date)

List two forms of ID Information: [ ] [ ]

\*(circle ID Type) Social Security # Date of Birth Driver's License # State ID #

Phone Numbers: Work [ ] Employer [ ]  
Home [ ]

NOTE: Some of the information requested in this form is considered "sensitive Personally Identifiable Information (PII)". Completed forms must be stored in an access-controlled environment. Once the form has been approved for destruction it must be shredded. Refer to the Records Management Policy for additional information regarding PII.

SAMPLE FORMS

NORTHWESTERN ENERGY PUBLIC SERVICE CORPORATION d/b/a NORTHWESTERN ENERGY  
SIOUX FALLS  
SOUTH DAKOTA

Section No. 6

Sheet No. 7

5th Revised  
Canceling 4th Revised

Sheet No. 7



Form No. 5673 05/12

NWE Internal Use Only	
Customer #	_____
Internal #	_____

N

If you wish to have NorthWestern Energy release account information to another party on a one-time basis only, please fill out the information below. Please be sure to sign, date, and complete ID Information.

ONE TIME RELEASE OF INFORMATION

I, \_\_\_\_\_, authorize NorthWestern Energy to release the following  
\*NorthWestern Energy Customer Name/Authorized Agent (please print)  
Information to \_\_\_\_\_,  
\*Recipients Name (please print) \*Mailing Address

\_\_\_\_\_ for the account(s)/service address(es) listed below.

\*Information to be Released:

(please check the appropriate box - All information released includes Customer/Account Name - Acct # - Service Address)

- Usage Information - List dates within last 24 months:  
From \_\_\_\_\_ To \_\_\_\_\_
- Billing Information - payments/monies owing
- Letter of Credit Reference
- Other Information as listed: \_\_\_\_\_

ACCOUNT NAME: \_\_\_\_\_

Select one of the options below:

All Accounts or  Specific Account Number(s):

_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

list specific account #(s)

or  Specific Service Addresses:  
(if account # unknown)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

list specific service address(es)

\_\_\_\_\_  
(\*Signature of NWE Customer/Authorized Agent) (Printed Name & Business Title) (Date)  
(If Applicable)

Phone #: \_\_\_\_\_

\*Required to list one form of Account ID Information: \_\_\_\_\_

(circle ID Type) Social Security # Federal Tax ID # Date of Birth State ID # Driver's License #

NOTE: Some of the information requested in this form is considered "sensitive Personally identifiable Information (PII)". Completed forms must be stored in an access-controlled environment. Once the form has been approved for destruction it must be shredded. Refer to the Records Management Policy for additional information regarding PII.





Form No. 3834 08/10

NWE Internal Use Only	
Customer #	<input type="text"/>
Internal #	<input type="text"/>

**LETTER OF AUTHORIZATION  
RESIDENTIAL ACCOUNTS**

As a Residential customer with NorthWestern Energy, you may request that additional parties be authorized to act on your behalf with NorthWestern Energy for all your Residential accounts or just for the accounts as specified below.

There are two types of authorization that may be granted to your additional parties:

- **Information Only** - NorthWestern Energy is authorized to release all account information as requested.
- **Changes** - NorthWestern Energy is authorized to release all account information and to make modifications to account information, such as credit arrangements, changing a mailing address, disconnecting service, etc.

Third Parties listed will not be responsible for debt accrued on your account(s).

ACCOUNT NAME:

Select one of the options below:

All Accounts or  Specific Account Number(s):

NorthWestern Energy is authorized to allow the following individuals the appropriate authorizations as specified:

Relationship Examples: Family, Roommate, CaseWorker, etc.

Acceptable ID Types: Social Security #, Date of Birth, Driver's License #, State ID #

Third Party Name	Relationship	ID Information* <small>(*required)</small>	ID Type* <small>(*specify)</small>	Phone #	Information Only <small>(Check one box only)</small>	Changes
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>

\_\_\_\_\_  
 (Signature of NorthWestern Energy Customer) \_\_\_\_\_  
(Printed Name) \_\_\_\_\_  
(Date)

**\*In order to process your request, please provide one form of Account ID:**

\*(circle ID Type) Social Security #    Date of Birth    Driver's License #    State ID #

\*Required to list Phone #: Home   
 Work

NOTE: Some of the information requested in this form is considered "sensitive Personally Identifiable Information (PII)". Completed forms must be stored in an access-controlled environment. Once the form has been approved for destruction it must be shredded. Refer to the Records Management Policy for additional information regarding PII.

**SAMPLE FORMS**

**NORTHWESTERN ENERGY PUBLIC SERVICE CORPORATION d/b/a NORTHWESTERN ENERGY**  
**SIOUX FALLS**  
**SOUTH DAKOTA**

**Section No. 6**  
1st Revised **Sheet No. 8.1**  
**Canceling** Original **Sheet No. 8.1**

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**SAMPLE FORMS**

**NORTHWESTERN ENERGY PUBLIC SERVICE CORPORATION d/b/a NORTHWESTERN ENERGY**  
**SIOUX FALLS** **Section No. 6**  
**SOUTH DAKOTA** **Sheet No. 9**

8th Revised **Sheet No. 9**  
Canceling 7th Revised **Sheet No. 9**

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**UTILITY SERVICE CONSTRUCTION AGREEMENT**

This Utility Service Construction Agreement (the “*Agreement*”) is made and entered into effective as of \_\_\_\_\_, 20\_\_ by and between NorthWestern Energy (the “*Company*”) and \_\_\_\_\_ (the “*Customer*”). Capitalized terms have the meaning set forth in NorthWestern Energy’s Electric Rate Schedule and the NorthWestern Energy Gas Rate Schedule (collectively the “*Tariffs*” and individually the “*Gas Tariff*” or “*Electric Tariff*”), which sets forth service, installation and contribution rules and regulations established by the South Dakota Public Utilities Commission (the “*Commission*”). The Tariffs are available at <http://www.northwesternenergy.com/account-services/whats-included-in-your-total-bill/tariffs-and-rates/south-dakota-tariffs-and-rates>.

**RECITALS**

WHEREAS, Customer has applied for natural gas or electrical service from the Company; and

WHEREAS, in accordance with the Tariffs, the Company and Customer are entering into this Agreement to clarify the rights and responsibilities of the parties related to the installation of the facilities required to provide service to Customer’s premises;

NOW, THEREFORE, the parties agree as follows:

**AGREEMENT**

**1. SERVICE AND CONTRIBUTION REQUIREMENTS.** Company agrees to install, operate and maintain facilities generally described as \_\_\_\_\_ and specifically described in Quote \_\_\_\_\_, which is incorporated herein by this reference (the “*Quote*”), to serve Customer at \_\_\_\_\_ in accordance with the requirements of the Tariffs. Customer agrees to comply with the terms and conditions of this Agreement and remit to Company the total contribution of \$\_\_\_\_\_, which may include a federal tax surcharge and administrative/engineering fees and is more fully described as follows:

1.1 Service. Customer has requested the following service pursuant to the Tariffs:

**ELECTRICAL**

**NATURAL GAS**

<input type="checkbox"/> Residential (Rate 10)	<input type="checkbox"/> Residential Gas Service (Rate 81)
<input type="checkbox"/> Residential with Space Heating (Rate 11)	<input type="checkbox"/> General Gas Service (Rate 82)
<input type="checkbox"/> Residential Space Heating and Cooling (Rate 14)	<input type="checkbox"/> Commercial and Industrial Firm (Rate 84)
<input type="checkbox"/> Residential Dual-Fuel and Controlled (Rate 15)	<input type="checkbox"/> Commercial & Industrial Interruptible (Rate 85)
<input type="checkbox"/> Interruptible Irrigation (Rate 16)	<input type="checkbox"/> Commercial and Industrial Contract (Rate 86)
<input type="checkbox"/> Irrigation (Rate 17)	<input type="checkbox"/> Gas Transportation Customer (Rate 87)
<input type="checkbox"/> General Service (Rate 21)	
<input type="checkbox"/> Commercial Water Heating (Rate 23)	
<input type="checkbox"/> Commercial Space Heating and Cooling (Rate 24)	
<input type="checkbox"/> All-Inclusive Commercial (Rate 25)	
<input type="checkbox"/> Commercial and Industrial (Rate 33)	
<input type="checkbox"/> Large Commercial and Industrial (Rate 34)	
<input type="checkbox"/> Point to Point Distribution Only (Rate 38)	
<input type="checkbox"/> Controlled Off Peak (Rate 70)	
<input type="checkbox"/> Reddy Guard (Rate 19)	
<input type="checkbox"/> Street and Area Lighting System (Rate 56)	

**SAMPLE FORMS**

**NORTHWESTERN ENERGY PUBLIC SERVICE CORPORATION d/b/a NORTHWESTERN ENERGY**  
**SIOUX FALLS** **Section No. 6**  
**SOUTH DAKOTA** **Sheet No. 9.1**

3rd Revised **Sheet No. 9.1**  
Canceling 2nd Revised **Sheet No. 9.1**

1.2 Electrical. Company may elect to install overhead or underground facilities to extend service to Customer; provided, however, that the Customer may request underground service pursuant to the Electric Tariff. The parties agree to the following electrical service installation in accordance with the Electrical Tariff:

Underground extension of 0-500 feet. For underground electric services, Company will install facilities to extend a service line without charge to the extent of 500 feet of cable along the shortest feasible route from the distribution line to the point of service attachment. C

Overhead extension of 0-500 feet. For services with overhead extension lengths of 0-500 feet, Company will install facilities to extend a service line without charge along the shortest feasible route from the distribution line to the point of service attachment. C

Underground and overhead extensions over 500 feet. For services with primary and/or secondary extension lengths over 500 feet, a contribution in aid of construction ("CIAC") may be required, based on the economics of the service. D

Whenever an economic feasibility study is required by this Section 1.2, the Company will take into consideration the total cost of serving the Customer and the expected revenue. If the Company determines the extension of service to the Customer is not economically feasible, the Company may require a CIAC in accordance with Section 1.4 below.

1.3 Natural Gas. The parties agree to the following natural gas service installation in accordance with the Gas Tariff:

Residential – Primary Heating Source. The Company will extend service for the first 150 feet of service pipe without charge to residential customers using natural gas as their primary heating source and for water heating. If the distance is beyond 150 feet, a CIAC may be required upon completion of an economic feasibility study. The distance is \_\_\_\_\_.

Residential – Other Use. For residential customers using natural gas for space heating only, fireplace only, water heating only, natural gas grill only, or any combination other than primary space heating and water heating, as described above, a CIAC may be required upon completion of an economic feasibility study. The distance is \_\_\_\_\_.

Mobile Home. The Company will extend service for the first 50 feet of service pipe without charge to Mobile Home customers using natural gas as their primary heating source and for water heating. If the distance is beyond 50 feet, a CIAC may be required upon completion of an economic feasibility study. The distance is \_\_\_\_\_.

Commercial and Industrial Customers. An economic feasibility study is required. A CIAC may be required upon completion of the study. The distance is \_\_\_\_\_.

Whenever an economic feasibility study is required by this Section 1.3, the Company will take into consideration the total cost of serving the Customer and the expected revenue. If the Company determines the extension of service to the Customer is not economically feasible, the Company may require a CIAC in accordance with Section 1.4 below.

1.4 Contribution in Aid of Construction – Electrical and Natural Gas. In consideration of the Company's agreement to install service, Customer agrees to pay a CIAC in the sum of \$\_\_\_\_\_ for construction of the facilities identified in the Quote. If the value entered is zero, no CIAC was required by the Company.

In all instances where a CIAC is required, Company will subsequently review the three-year average use. If actual volumes vary from projected volumes by 20% or more, Company will charge or credit Customer for the variance, without interest, in projected CIAC.

**SAMPLE FORMS**

**NORTHWESTERN ENERGY PUBLIC SERVICE CORPORATION d/b/a NORTHWESTERN ENERGY  
SIOUX FALLS  
SOUTH DAKOTA**

**Section No. 6**

**Sheet No. 9.2**

2nd Revised

Canceling 1st Revised

**Sheet No. 9.2**

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**2. CONDITIONS TO INSTALLATION.**

- 2.1 Payment. Company may require payment of a Customer contribution or the CIAC prior to scheduling a construction start date. Company must receive contribution or the CIAC (if prior payment is required) and satisfactory evidence of required permits and right-of-way authority prior to ordering materials, scheduling crews or starting construction.
- 2.2 Right-of-Way and Access. Company has the right of access to the Customer's premise, including right-of-way, at all reasonable times for the purpose of installing, reading, inspecting, or repairing any service lines, meters, devices and other equipment and facilities used in connection with furnishing of any or all service, including any necessary repairs and maintenance, or for the purpose of removing its property and for all other proper purposes.
- 2.3 Permits. Customer shall provide all required permits from appropriate governmental agencies for the construction work and installation of the Company's facilities and Customer's equipment on Customer's premises and the property of third parties. The Company shall obtain required permits for work in the right-of-way. Copies of all permits must be provided to the Company.
- 2.4 Additional Costs. If Customer requests facilities be installed in frozen, rocky or hard ground, the Customer may be responsible for additional charges for installation. Company will notify the Customer of these charges prior to installation when feasible, and otherwise when encountered during the installation work. If Company requires additional charges prior to installation, and the basis for such extra cost is not encountered during the performance of the work, Company shall refund such charges to Customer.
- 2.5 Storm Water. Customer is solely responsible for compliance with all South Dakota Department of Environment and Natural Resources storm water regulations. All soil disturbing activities deemed necessary by the Company for the installation, operation and maintenance of the facilities must be incorporated by Customer in the Storm Water Pollution Prevention Plan. Customer shall operate and maintain all storm water best management practices at all times.
- 2.6 Underground Facilities. Prior to construction, all customer-owned, rented or leased underground facilities (including but not limited to sprinkler systems, septic systems propane tanks and associated lines, and communication and electric lines) must be properly identified and physically marked by Customer. Company is not responsible for damages resulting from mismarked or unidentified customer facilities. Contact the Company's Construction Department with questions related to appropriately marking Customer-owned facilities.
- 2.7 Customer's Equipment. Customer shall install Customer's facilities in accordance with the Company's "New Service Guide" and "Electric Service Requirements & Guidelines." The location of Customer's meter must be approved by Company prior to the installation of equipment owned by the Customer. Customer shall provide service entrance and termination points as specified by the Company's installation standards in effect at the time construction begins.
- 2.8 Trenching, Backfilling and Meter Set. For underground electric services, Customer shall arrange and pay for required trenching and backfilling, consistent with Company specifications required for installation of the service line. Customer shall provide conduit at the meter base and if required by Company, conduit in the trench. Company will not install a service line in an open trench or in Customer-supplied conduit unless the meter base for service is ready for connection, energization and installation of the meter.

**SAMPLE FORMS**

**NORTHWESTERN ENERGY PUBLIC SERVICE CORPORATION d/b/a NORTHWESTERN ENERGY  
SIOUX FALLS  
SOUTH DAKOTA**

**Section No. 6  
Sheet No. 9.3  
Sheet No. 9.3**

2nd Revised  
Canceling 1st Revised

2.9 Restoration and Grading. Company will make a reasonable attempt to preserve private roadways and landscaping, but Customer is responsible for final compaction and restoration of private roadways and landscaping, including the removal of excess spoil piles. The Company will not install facilities until the surface has been graded to within six inches of a permanent established elevation. Should changes to grade be made in the future that result in Company's facilities being raised or lowered, Customer is responsible for the costs associated with this change.

**3. GENERAL CONDITIONS.**

3.1 All terms, prices and conditions set forth herein are subject to modification resulting from changes in applicable rules, Tariffs, regulations, ordinances, scope of project, and laws that may be amended or enacted after the date of this Agreement.

3.2 If construction has not commenced within a reasonable period due to any action, omission or failure to act by Customer, the project will be reviewed for any changes in the cost.

3.3 If the facilities required to serve Customer must be relocated or modified at the request of Customer after installation, Customer shall pay the costs of moving Company facilities.

3.4 Company agrees to establish service within a reasonable period of time after Customer's equipment passes inspection by the state and local authorities as required by law. Company will proceed with the survey, design and construction of its facilities in a normal manner using its existing work force (Company employees or contractors) and material supply sources. Installation will be performed during normal working hours and Company may reschedule the work to achieve efficient workload of Company forces. Availability of materials, weather conditions, frozen ground, access, or obtaining permits from governmental agencies or railroads may cause delays beyond the control of Company or Customer.

3.5 If Company is installing lights, the facilities will be placed in a location agreeable to both Customer and Company. Customer is responsible for notifying Company of any outage of Company-owned lights. Company will make repairs and replace defective or damaged facilities within a reasonable time after notice of any outage, but Company does not patrol the system to determine if the lights are in operating condition at all times.

3.6 In the event of a conflict between the terms of this Agreement and the Tariffs, the terms of the Tariffs prevail.

**4. ADDITIONAL CONDITIONS.**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

IN WITNESS WHEREOF, the parties have caused this Agreement to be duly executed in duplicate as of the day and year first above written.

**NORTHWESTERN ENERGY**

**CUSTOMER**

By: \_\_\_\_\_  
Printed Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

By: \_\_\_\_\_  
Printed Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

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**D**

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**D**



N

{var id=CUSTNAME}  
{var id=ACCTADDR1}  
{var id=ACCTADDR2}  
{var id=ACCTADDR3}  
{var id=ACCTADDR4}

Account Number: {var id=ACCOUNT}-{var id=ACCTCKDGT}

Service Address: {var id=SVCADDR}

Dear {var id=CUSTNAME},

Thank you for your interest in NorthWestern Energy's EZ Pay Program.

Please review the terms and conditions of the EZ Pay Program listed on the attached authorization form. Complete the form, sign it, and return it to NorthWestern Energy. You can mail the form or fax it to 406-497-4950. If you would like to choose a Preferred Due Date, you may pick a day from this range {var id=COMMENT1}-{var id=COMMENT2}.

Our EZ Pay Program works well in conjunction with our Budget Billing and our E-bill programs. If you are interested in more information on any of these programs, visit us at [www.northwesternenergy.com](http://www.northwesternenergy.com).

If you have questions, please call our Contact Center as follows:

Montana and Wyoming: 888-467-2669  
South Dakota and Nebraska: 800-245-6977

Customer service representatives are available Monday-Friday, 7:00 a.m. - 6:00

p.m. Sincerely,

NorthWestern Energy  
Customer Care Department

**SAMPLE FORMS**  
**NORTHWESTERN ENERGY PUBLIC SERVICE CORPORATION d/b/a NORTHWESTERN ENERGY**  
**SIOUX FALLS** **Section No. 6**  
**SOUTH DAKOTA** **Sheet No. 10.1**

2nd Revised **Sheet No. 10.1**  
Canceling 1st Revised **Sheet No. 10.1**

Review the following Terms and Conditions:

- I authorize NorthWestern Energy to electronically deduct from my bank account (i) my monthly utility bill on the due date of my bill and (ii) my final utility bill promptly upon any change in the status of my utility account to inactive.
- I understand each month I will receive my bill which will display the amount that will be deducted from my bank account and the date on which it will be deducted. I understand that EZ-Pay Program payments for my account will not start until my bill reflects that the bank draft will occur. In the meantime, I understand that I will need to continue making my payments.
- I understand my monthly due date may vary slightly. If the due date falls on a weekend or a holiday my payment will be deducted the following business day.
- I have the option of choosing a preferred due date that is compatible with my billing cycle. You may obtain the due date range you are eligible for by contacting NorthWestern Energy at the Customer Service numbers listed below.
- I understand if my payment is dishonored, NorthWestern Energy retains the right to collect the dishonored payment along with service charges if applicable.
- I understand that I may discontinue my participation in the EZ-Pay Program at any time by notifying NorthWestern Energy Customer Service (contact information below). I understand that my request to discontinue EZ-Pay Program participation must be received at least three business days in advance of the due date of my current bill to stop the EZ-Pay Program payment on such due date. I understand that a request received less than three business days before the due date will be processed in the next billing cycle following that due date.
- I understand that, if at any time my utility account is rendered inactive, my participation in the EZ-Pay Program will automatically end.
- I agree to be bound by the Terms and Conditions on this page.

Please complete this form, sign and return it by mail or fax with the information provided below. Once North Western Energy receives your information we will begin the process of setting up your plan and verifying the information you provided. Please print a copy of the completed page for your records

NorthWestern Energy Account Number: \_\_\_\_\_

Service Address, City and State: \_\_\_\_\_

Bank Name: \_\_\_\_\_

Bank Account Holder Name: \_\_\_\_\_

Bank Account Type: (Checking or Savings) \_\_\_\_\_

Bank Routing Number: (9 digit number) \_\_\_\_\_

Bank Account Number: \_\_\_\_\_

Preferred Due Date: (Optional) \_\_\_\_\_

Bank Account Holder Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Joint Account Holder Signature: \_\_\_\_\_ Date: \_\_\_\_\_

For any questions about your enrollment, please retain a copy of this form and call or email customer service for your area.

Mail Form To: NorthWestern Energy c/o EZ-Pay 40 E Broadway St Butte, MT 59701	Customer Service MT: (888) 467-2669 custserv@northwestern.com Fax: (406) 497-4950	Customer Service SD/NE: (800) 245-6977 advocate@northwestern.com Fax: (406) 497-4950
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**N**



Form No. 3966 03/16

N

### THIRD PARTY NOTIFICATION

Please enroll the following customer for NorthWestern Energy's Third Party Notification service.

Third Party Notification service provides notification to another party in the event an account receives a notification of termination of services. A notification of termination of services is issued when utility services are in jeopardy of being disconnected.

The customer name and account number below must match the customer's information with NorthWestern Energy. The Third Party is not responsible for energy charges for the customer.

#### Customer Information

Completing this form authorizes NorthWestern Energy to provide a copy of the customer's notification of termination of services, not to include verbal notices or door tags left at premises. All fields are required. The form will not be processed if not completed in its entirety. You are not required by law, administrative rule, or NorthWestern Energy to complete this form to receive utility service. It is your responsibility to notify NorthWestern Energy regarding Third Party changes, to include removing Third Parties.

Customer Name \_\_\_\_\_ Phone \_\_\_\_\_

NorthWestern Energy Account Number \_\_\_\_\_

**I agree and authorize NorthWestern Energy to provide notifications of termination of services to the party listed below.**

This form will only be used for notification of pending termination of services and does not allow the Third Party any additional access or details of the account or additional details regarding the information on the notification.

Customer Signature \_\_\_\_\_ Date \_\_\_\_\_

*This request will not be accepted without the Customer's signature.*

**I acknowledge that as a customer I can contact NorthWestern Energy to remove Third Parties from my account.**

#### Third Party Information

Mail termination of service notices to the Third Party listed below.

Third Party Name \_\_\_\_\_ Phone \_\_\_\_\_

Mailing Address \_\_\_\_\_ Apartment/Unit Number \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

Third Party Signature \_\_\_\_\_ Date \_\_\_\_\_

*This request will not be accepted without the Third Party's signature.*

NorthWestern Energy will make every effort to send a copy of the notice of termination of services to the Third Party specified. NorthWestern Energy is not responsible if the Third Party fails to receive or act upon the notice. The Third Party Notification service does not modify in any way NorthWestern Energy's liability, if any, for property damage that may result from disconnection of utility service.

A new form must be completed by the customer and Third Party if any of the Third Party information above changes. **The Third Party information within is specific to the account number listed above and will not be associated to any other customer accounts or Third Party records.**

Please retain a copy for your records and return completed form to NorthWestern Energy at [custserv@northwestern.com](mailto:custserv@northwestern.com), fax 406-497-4950, or mail Attention: Customer Service 11 E Park St, Butte, MT 59701.

Visit [NorthWesternEnergy.com](http://NorthWesternEnergy.com) for more information.



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7. Conflicts. In the event of a conflict between the terms of this Agreement and NorthWestern's gas or electric tariffs, rules and regulations established by the applicable state utility commission, the terms of the tariffs, regulations or rules prevail. All terms of this Agreement are subject to modification upon notice by NorthWestern if required as a result of changes in applicable tariffs, rules and regulations and laws amended or enacted after the date of this Agreement.
  8. Information. This Agreement does not authorize the Responsible Party or Authorized Parties to any information of a NorthWestern customer at a property subject to this Agreement, other than the average annual utility usage.
  9. Connect Fees. Responsible Party is not required to pay connect fees when responsibility for services are transferred to Responsible Party. If the Responsible Party requests services be disconnected, connect fees (if applicable) will be charged when services are resumed in the Responsible Party's name.
  10. Limitation of Liability. NorthWestern's liability under this Agreement is limited to direct actual damages of the Responsible Party in amounts not to exceed \$500. Neither party is liable to the other party for special, incidental, punitive or consequential damages of any kind.
  11. Miscellaneous. Responsible Party shall not assign this Agreement without the prior written consent of NorthWestern. A waiver by either party of any right or conditions of this Agreement will not limit the right of a party to enforce such right or conditions at a later date. If any portion of this Agreement is held to be void or unenforceable, the balance will continue to be effective. Except as permitted by Sections 3 and 4 to allow for the periodic updating of the Property List and Authorized Parties, this Agreement will not be modified, amended or changed in any respect except by a written document signed by the parties. This Agreement constitutes the entire agreement of the parties. Covenants or representations not contained or incorporated therein are not binding upon the parties. Handwritten revisions to this Agreement are of no effect and are not binding against the parties.

The parties understand and acknowledge that this Agreement will be effective on the date that NorthWestern processes a completed Agreement.

Signature of Responsible Party	Printed Name & Business Title	Date
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SAMPLE FORMS

NORTHWESTERN ENERGY PUBLIC SERVICE CORPORATION d/b/a NORTHWESTERN ENERGY  
SIOUX FALLS  
SOUTH DAKOTA

Section No. 6

1st Revised

Sheet No. 13

Canceling Original

Sheet No. 13

Northwestern Energy - South Dakota  
Service Request Form

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This form shall constitute the Customer's Agreement to the terms of the Gas Contract Sales Tariff. The Company shall have the right, to file for, and seek approval by the South Dakota Public Utilities Commission of, changes in rates, charges or other tariff provisions applicable to service hereunder and to place such changes in effect in accordance with applicable law; and this Agreement shall be deemed to have been amended to include such changes and any other changes which become effective by operation of law or by order of any governmental body with jurisdiction.

This agreement shall become effective as of \_\_\_\_\_, and shall be in effect for a primary term of \_\_\_\_\_ year(s) from such date, and from year to year thereafter, unless and until terminated by either party upon six (6) months' written notice.

Customer Name: \_\_\_\_\_ Account Number: \_\_\_\_\_

Customer Address - Gas Delivery Point: \_\_\_\_\_

Customer Email Address - Notices: \_\_\_\_\_

Customer Address - Invoices: \_\_\_\_\_

Customer Contact: \_\_\_\_\_ Title: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Receipt Point (NWE TBS): \_\_\_\_\_ Meter Number(s): \_\_\_\_\_

Daily Contract Demand: Therms/Day \_\_\_\_\_

IN WITNESS WHEREOF, the Parties hereto have executed this Service Request Form as of the day and year set forth below.

Company NorthWestern Energy  
By: \_\_\_\_\_ Customer  
By: \_\_\_\_\_

Title: \_\_\_\_\_ Title: \_\_\_\_\_

Date: \_\_\_\_\_ Date: \_\_\_\_\_

**SAMPLE FORMS**

**NORTHWESTERN ENERGY PUBLIC SERVICE CORPORATION d/b/a NORTHWESTERN ENERGY  
SIOUX FALLS  
SOUTH DAKOTA**

**Section No. 6**  
**Sheet No. 14**  
**Canceling 2nd Revised 1st Revised Sheet No. 14**

Fixed Price Gas Contract for Purchase and Delivery of Natural Gas to \_\_\_\_\_

1. Agreement and Service:

This Agreement is made and entered this \_\_\_\_ day of \_\_\_\_\_, to be effective \_\_\_\_\_ by and between NorthWestern Energy, a division of NorthWestern Corporation, a South Dakota corporation, hereinafter referred to as "Seller", and \_\_\_\_\_, hereinafter referred to as (Buyer). Seller will provide a natural gas supply and management service providing for the purchase and delivery of fixed price natural gas volumes as agreed to by Buyer.

2. Quantity of Natural Gas:

Seller will agree to sell and tender natural gas at the existing interconnection between the facilities of NorthWestern Energy ("NWE") and the buyer. Buyer agrees to purchase and receive at this point from Seller, natural gas supplies. Buyer elects to purchase fixed base load gas quantity per month from Seller for the months of November – April. The monthly volume commitment is based on the customer's average consumption over the previous three years, as shown on Appendix A. Adjustments will be allowed for material changes in the nature of the customer's business. Seller will provide swing load gas quantity, for actual gas usage above or below the base load quantity. All gas purchases for the months May 1 – October 31 will be priced at the monthly Ventura/Demarcation index price.

3. Price - Gas Supply:

a. **Commodity Charge Price** The fixed rate is established at \_\_\_\_\_ including the gross up for applicable fuel rates for all pipeline and distribution systems utilized in delivery of Buyer's supply. Purchases for consumption beyond the contracted average will be available at this price as well. A true-up for the variance in price will be applied to all Rate 86 customers as stated in b. below.

b. **Rate 86 True-Up Charge / Credit**– The monthly over/under recovery of gas costs from the group of rate 86 customers will be tracked on a monthly basis. The customer's pro-rata share will be credited/charged annually on the July billing and will be shown as a separate line item. Any customer leaving the Rate 86 customer group will need to make arrangements to recover their share of the balance upon leaving the rate group, as stated in the Rate 86 tariff.

4. Term:

The term of this Agreement will be from \_\_\_\_\_ and will expire \_\_\_\_\_

5. Terms of Payment

Bills are due upon receipt and are delinquent per general terms and conditions of NorthWestern's Natural Gas Tariff.

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**APPENDIX A**

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**Original Dated**

Gas Management Service Agreement for Purchase and Delivery of Natural Gas between NorthWestern Energy ("seller") and to Customer, Inc. ("Buyer")

Seller and Buyer agree to the following volumes:

<u>Month</u>	<u>Average Therms</u>
<u>October *</u>	
November	
December	
January	
February	
March	
April	

\* October Contracts are allowed for grain dryers only.

<b>Buyer:</b> _____	<b>Seller: Northwestern Energy</b>
By: _____	By: _____
Title: _____	Title: _____

SAMPLE FORMS

NORTHWESTERN ENERGY PUBLIC SERVICE CORPORATION d/b/a NORTHWESTERN ENERGY  
SIOUX FALLS  
SOUTH DAKOTA

Section No. 6

Sheet No. 15

3rd Revised

Canceling 2nd Revised

Sheet No. 15

**NorthWestern Energy - South Dakota  
Service Request Form**

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This form shall constitute the Customer's Agreement to the terms of the Gas Transportation Tariff. The Company shall have the right, to file for, and seek approval by the South Dakota Public Utilities Commission of, changes in rates, charges or other tariff provisions applicable to service hereunder and to place such changes in effect in accordance with applicable law; and this Agreement shall be deemed to have been amended to include such changes and any other changes which become effective by operation of law or by order of any governmental body with jurisdiction.

This agreement shall become effective as of \_\_\_\_\_, and shall be in effect for a primary term of \_\_\_\_\_ year(s) from such date, and from year to year thereafter, unless and until terminated by either party upon six (6) months' written notice.

**Customer Name:** \_\_\_\_\_

**Customer Account Number:** \_\_\_\_\_ **SIC Code:** \_\_\_\_\_

**Customer Address - Gas Delivery Point:** \_\_\_\_\_

**Customer Address - Notices:** \_\_\_\_\_

**Customer Address - Invoices:** \_\_\_\_\_

**Customer Contact:** \_\_\_\_\_ **Title:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Fax:** \_\_\_\_\_

**Receipt Point (NWE TBS):** \_\_\_\_\_

**Delivery Point:** \_\_\_\_\_

**Meter Number(s):** \_\_\_\_\_

**Previous Rate Designation(s):** \_\_\_\_\_

**Service Quantity: Therms/Day** \_\_\_\_\_

**Firm Transportation: Therms/Day** \_\_\_\_\_

**Daily Balancing: Therms/Day** \_\_\_\_\_

**Standby Supply Therms/Day** \_\_\_\_\_

**Date Filed:** May 31, 2019  
NG19-005

**Effective Date:** July 1, 2019  
**Issued by:** Jeff Decker, Specialist Regulatory

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**NorthWestern Energy - South Dakota**  
**Service Request Form**

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**Pricing:**

From time to time, Customer and Company shall negotiate a rate and term of transportation which shall be by purchase nomination order in the form which is attached as Exhibit A and incorporated by reference in this Agreement.

**Service Qualifications:**

The Company is notifying Customers who have elected Gas Transportation Service of the risks of transportation reasonably known at the time the Customer begins transporting gas. The Customer hereby understands it may be subject to risks which include, but may not be limited to, the following:

- 1) The Company may not have firm or interruptible gas sales service available if the Customer seeks to purchase gas from the Company; and,
- 2) The Customer may be subject to pipeline penalties assessed to the Company which are caused by the Customer consuming the Company's gas with no authority to do so; and,
- 3) If the Customer elects to discontinue transporting gas and if the Company is able to secure a source of gas supply and transportation for the Customer, the cost of such gas and transportation may exceed the cost of gas being purchased by the Company's other Customers.

IN WITNESS WHEREOF, the Parties hereto have executed this Service Request Form as of the day and year set forth below.

Company	Customer
NorthWestern Energy	_____
By: _____	By: _____
Title: _____	Title: _____
Date: _____	Date: _____

**NorthWestern Energy - South Dakota**  
**Service Request Form**

L

**EXHIBIT "A"**  
**GAS TRANSPORTATION TARIFF**  
**PURCHASE NOMINATION ORDER**

This Purchase Nomination Order ("PNO") is made and entered into by and between Customer and Company. This PNO is pursuant to and in accordance with the provisions of the Agreement for Gas Transportation Tariff executed between the Parties and Company's Gas Transportation Tariff as on file with and made effective by the South Dakota Public Utilities Commission.

TELECOPY TO: \_\_\_\_\_

ATTENTION: \_\_\_\_\_

Telephone: \_\_\_\_\_ Telecopier: \_\_\_\_\_

RATES:

Transportation: \_\_\_\_\_ per MMBtu transported

Others:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please acknowledge the terms outlined above by signing below, and return via facsimile or email to \_\_\_\_\_.

T

NorthWestern Energy  
"Company"

\_\_\_\_\_  
"Customer"

\_\_\_\_\_  
Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name

\_\_\_\_\_  
Date

**NorthWestern Energy - South Dakota**  
**Supplier Service Agreement**

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This Supplier Service Agreement is made and entered into as of the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, by and between Northwestern Energy (NWE) and \_\_\_\_\_, as agent for various end users (Group Customer).

WHEREAS, NWE and end users for whom Group Customer acts as agent have entered into an agreement for Natural Gas Transportation Service pursuant to the terms of NWE tariffs on file with and made effective by the South Dakota Public Utilities Commission and;

WHEREAS, Group Customer qualifies under NWE Optional Balancing Transportation Service tariff as a Group Customer and wishes to elect optional group balancing service.

NOW THEREFORE, in consideration of the mutual promises contained in this Agreement, the parties agree as follows:

1. NWE will calculate the level of Group Customer's monthly and daily imbalances at the delivery points shown on Appendix A to this Agreement as if incurred under the terms of its Gas Transportation Tariff by one customer.
2. This Agreement is subject to the provisions of NWE's transportation tariff, the general terms and conditions of service applicable to transportation customers and the optional group balancing transportation service tariff as the same may be amended from time to time.

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**NorthWestern Energy - South Dakota  
Supplier Service Agreement**

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3. NWE shall have the right to file for, and seek approval by the South Dakota Public Utilities Commission for changes in rates, charges, or other tariff provisions applicable to service hereunder and to place such changes in effect in accordance with applicable law; and this Contract shall be deemed to have been amended to include such changes and any other changes which become effective by operation of law or by order of any governmental body with jurisdiction.
  
4. This contract shall become effective as of \_\_\_\_\_ and shall continue for monthly terms thereafter and may be terminated by Company with three days' written notice and Group Customer upon one month's written notice. The contract may be amended at any time by execution of a revised Appendix A to change the applicable delivery points.

IN WITNESS WHEREOF, the parties have executed this Agreement, effective as of the \_\_\_\_\_ date first written.

NorthWestern Energy	_____
	Group Customer
By: _____	By: _____
Title: _____	Title: _____

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NorthWestern Energy - South Dakota  
Supplier Service Agreement

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APPENDIX A

Delivery Points

- 1 .
- 2.
- 3.

NorthWestern Energy

\_\_\_\_\_ Group Customer

By: \_\_\_\_\_

By: \_\_\_\_\_

Date \_\_\_\_\_

Date: \_\_\_\_\_

Effective Date of Appendix A \_\_\_\_\_

**NORTHWESTERN ENERGY - SOUTH DAKOTA**  
**TRANSPORTATION SERVICE DESIGNATION**

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This form shall designate the responsibility of the various parties in the delivery of transportation service. The information listed shall be assumed to be correct until a revised form is received by NorthWestern Energy.

Customer Name: \_\_\_\_\_  
 Customer Contact: \_\_\_\_\_ Title: \_\_\_\_\_  
 Customer Address - Gas Delivery Point: \_\_\_\_\_  
 Meter Number(s): \_\_\_\_\_  
 Effective Date (first of month): \_\_\_\_\_  
 Gas Supplier: \_\_\_\_\_  
 Gas Supplier Contact Name: \_\_\_\_\_

**Nominations:**

The nominations for the delivery point(s) listed above will be made by the party designated below.

\_\_\_\_\_ Customer Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
 \_\_\_\_\_ Supplier Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

**Usage Information:**

The usage information for the delivery point(s) listed above will be sent to the party designated below.

\_\_\_\_\_ Customer Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
 \_\_\_\_\_ Supplier Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

**Billing:**

The transportation billing for the delivery point(s) listed above will be sent to the party designated below. The Customer shall be responsible for the amount billed regardless of the party designated.

\_\_\_\_\_ Customer (will be sent to address listed on agreement)  
 \_\_\_\_\_ Supplier Address: \_\_\_\_\_

The Customer is responsible for notifying NorthWestern Energy of changes to the above information 3 work days prior to the beginning of the month that the changes are to take effect. Please return this document via email or fax to: (605) 353-7479

Signature \_\_\_\_\_  
 Name \_\_\_\_\_  
 Title \_\_\_\_\_  
 Date \_\_\_\_\_

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**NORTHWESTERN ENERGY - SOUTH DAKOTA**  
**REQUEST FOR TELEMETERING SERVICE**

In order to provide gas transportation service under the terms of the Gas Transportation Tariff a customer must have telemetry equipment installed. According to the terms of the tariff, the customer will be billed for all costs relating to the installation of the required telemetry equipment. This charge will be considered a non-refundable contribution in aid of construction. NorthWestern Energy (NWE) will retain ownership of the equipment and be responsible for maintenance. The charges include an income tax gross-up of the contribution amount.

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The standard labor and equipment charged to the customer include the following:

- 1) Cost of the telemetering hardware
- 2) Hardware necessary to retrofit existing meter (electrocorrector installation)
- 3) Labor required to modify meter
- 4) Labor required to install telemetering equipment

The telemetering installation costs will be billed as an additional item on the monthly transportation billing. If you would like NWE to bill your gas supplier for these charges, please enter the supplier's information below. You, as the customer of NWE, will have responsibility for these charges should payment not be received by NWE from the supplier designated.

Gas Supplier to be billed: \_\_\_\_\_

Contact: \_\_\_\_\_

Phone: \_\_\_\_\_

Return this executed Request for Telemetering Service to:

NorthWestern Energy  
600 Market Street W.  
Huron, South Dakota 57350  
Phone: (605) 352-8411 or 1-800-245-6977  
FAX: (605) 353-8346

Agreed to by: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Company: \_\_\_\_\_

Date: \_\_\_\_\_

**EXTENDED SERVICE AGREEMENT**

NAME(S) \_\_\_\_\_ DATE \_\_\_\_\_

SERVICE ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_

ACCOUNT NO. \_\_\_\_\_ RATE NO. \_\_\_\_\_ BILLING CYCLE \_\_\_\_\_

The undersigned Customer and NorthWestern Energy ("NWE") agree that natural gas will be provided by Company to Customer as follows:

(1) Customer has natural gas requirements of at least 2,000 therms per day and is receiving natural gas service from NWE under the rate listed above.

(2) During the term of this Agreement, the rate per therm of natural gas delivered by NWE to Customer will be subject to the discounts on the non-gas portion of the commodity rate in accordance with the following:

<b>Years Remaining in Contract Term</b>	<b>Discount</b>
More than four	8 percent
Four	4 percent
Three	3 percent
Two	2 percent
One	1 percent

(3) The term of this Agreement shall be five years, beginning with the execution of this Agreement.

(4) All provisions of NWE's filed tariff listed above, including NWE's General Terms and Conditions, all as amended from time to time and filed with the South Dakota Public Utilities Commission, not specifically changed by this Agreement shall apply.

Accepted and approved this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

NORTHWESTERN ENERGY

CUSTOMER

By \_\_\_\_\_

By \_\_\_\_\_

Title \_\_\_\_\_

Title \_\_\_\_\_

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2nd Revised  
Canceling 1st Revised **Sheet No. 21**

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1st Revised **Sheet No. 24.4**  
**Canceling** Original **Sheet No. 24.4**

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2nd Revised  
Canceling 1st Revised **Sheet No. 25.2**

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