



Section 1.05 CONTRACTS, AGREEMENTS AND SAMPLE FORMS

The following contracts, agreements and sample forms are listed in Section 1.05:

- Electric Service Agreement, Sheet No. 2
- Irrigation Electric Service Agreement, Sheet No. 3
- Outdoor Lighting and Municipal Services Agreement, Sheet No. 5
- Summary Billing Service Contract, Sheet No. 8
- Guarantee in Lieu of Deposit, Sheet No. 9
- Controlled Service Agreement Waiver, Sheet No. 10
- Standard Electric Service Statement, Sheet No. 11 T
- Commercial Electric Service Statement, Sheet No. 13 T
- Notice of Proposed Disconnection, Sheet No. 15
- Customer Deposit Refund Letter, Sheet No. 17
- Customer Deposit Receipt, Sheet No. 18
- Even Monthly Payment Brochure, Sheet No. 19
- Ready Check Brochure, Sheet No. 21

Current contracts, agreements and sample forms can be found on our website at otpc.com/SDForms. N
N



Fergus Falls, Minnesota

Third Revised Sheet No. 2 Cancelling Second Revised Sheet No. 2

(Continued)

ELECTRIC SERVICE AGREEMENT

Overhead
Underground

Work Order No.
Electric Rate Schedule No.
Rate Code No.

THIS AGREEMENT is made by and between
of (the "Customer") and Otter Tail Power Company (the "Company"), a Minnesota corporation.

In consideration of the mutual promises contained below, the parties agree as follows:

- 1. The Customer agrees to purchase and receive from the Company Electric energy in accordance with the terms of this Agreement and all terms and conditions and Rules and Regulations (the "Terms") established by the Company and filed in its approved Tariff with the South Dakota Public Utilities Commission.
2. The Customer represents that it has provided accurate information to the Company and the Customer is eligible to receive electric service pursuant to the Electric Rate Schedule and Rate Code identified above.
3. The Company shall supply to Customer phase electric service, at nominal volts, having a specific Demand classification of or an estimated Demand of, and having an estimated load factor of % (if any of the aforementioned is not applicable, so indicate).
4. The following service Riders apply to Customer's service at this location: The Customer at this location is subject to all mandatory riders in effect at the time of the execution of this agreement.
5. The Customer agrees that the Company shall not be liable for any losses, damages, or expenses (including but not limited to injury to persons, including death, or property damages) incurred by any persons for any delay, interruption, curtailment, suspension, disturbance or variability in its provision of electric service.
6. This agreement shall go into effect on the date of signing and shall continue in effect for a period of years and thereafter shall remain in effect from year to year unless terminated by either party by notice given at least sixty (60) days in advance of termination.
7. If applicable, as required by the Company Tariff for service extension costs, it is agreed that the Customer will make minimum payments of \$ per month for electric service received by the Customer at the service location, for a minimum period of thirty six (36) months.
8. The rights and obligations of this agreement shall extend to and be binding upon the respective heirs, executors, administrators, successors and assigns of the parties hereto.

IN WITNESS WHEREOF, the parties execute this Agreement effective as of, 20.

Customer
OTTER TAIL POWER COMPANY
By:

SOUTH DAKOTA PUBLIC UTILITIES COMMISSION
Date Filed: June 21, 2019
Approved by order dated: July 9, 2019
Docket No. EL18-021

Bruce G. Gerhardson
Vice President, Regulatory Affairs

EFFECTIVE with bills rendered on and after August 1, 2019, in South Dakota



Fergus Falls, Minnesota

Third Revised Sheet No. 3 Cancelling Second Revised Sheet No. 3

(Continued)

IRRIGATION ELECTRIC SERVICE AGREEMENT

Overhead
 Underground

Work Order No. _____
Electric Rate Schedule No. _____
Rate Code No. _____

THIS AGREEMENT is made by and between _____ of _____ (the "Customer") and Otter Tail Power Company (the "Company"), a Minnesota corporation.

In consideration of the mutual promises contained below, the parties agree as follows:

- 1. The Customer agrees to purchase and receive from the Company electric energy in accordance with the terms of this Agreement and all terms and conditions and Rules and Regulations (the "Terms") established by the Company and filed in its approved tariff with the South Dakota Public Utilities Commission. These Terms shall include but not be limited to Customer's payment for electrical energy in accordance with the Company's rate schedule as filed with and approved by the South Dakota Public Utilities Commission, or such superseding rate(s) as may be approved in the future.
- 2. The Customer represents that it has provided accurate information to the Company and the Customer is eligible to receive electric service pursuant to the Electric Rate Schedule and Rate Code identified above. Customer shall receive service at _____ County of _____, State of SD.
- 3. The Company shall supply to the Customer _____ phase electric service, at such voltage as determined by the economically available source of supply. The Customer will report the reading of its meter once each month or when requested to do so by the Company.
- 4. The following service Riders apply to Customer's service at this location: The Customer at this location is subject to all mandatory riders in effect at the time of the execution of this agreement, any riders approved by the Commission after the execution of this agreement, and any voluntary riders that the customer chooses to participate in during the entire term of this agreement.
- 5. The Customer agrees that the Company shall not be liable for any losses, damages, or expenses (including but not limited to injury to persons, including death, or property damages) incurred by any persons for any delay, interruption, curtailment, suspension, disturbance or variability in its provision of electric service (including, but not limited to, any occurrence of voltage fluctuations or power surges) due to acts of God, or to any other cause whatsoever except the Company's own gross negligence or willful misconduct. The Company will not be liable for incidental or consequential damages, including, but not limited to, loss of profits resulting from the use of service or any delay, interruption, curtailment, suspension, disturbance or variability of electric service. The Company shall have the right to suspend temporarily the delivery of electric power hereunder for the purpose of making repairs or improvements of its system.
- 6. This agreement shall go into effect on the date of signing and shall continue in effect for a period of five (5) years and thereafter shall remain in effect from year to year unless terminated by either party by notice given at least sixty (60) days in advance of termination. This agreement shall automatically terminate in the event the Customer discontinues all electric service or has its service disconnected by the Company for any reason. The termination of this agreement for any reason will not relieve Customer of any payments due to the Company for any service provided pursuant to this agreement and the Company's tariffs, or for the full payment of amounts required pursuant to paragraphs 7 and 8 of this agreement.
- 7. If applicable, Customer has elected to build or purchase the extension of lines not needed to serve other customers of the Company, and the point of line extension at which Customer-owned line extension meets with the Company-owned line is at: _____ Customer shall be responsible to ensure that the line extension on Customer's side of the metering point meets applicable electric codes and standards. Unless otherwise stated in this Agreement, all equipment on Customer's side of this metering point is owned by Customer, and all equipment on the Company's side of the metering point is owned by the Company. Unless otherwise agreed to by the Company in writing, the Company shall not maintain or operate Customer's line or equipment and

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Affairs

EFFECTIVE with bills
rendered on and after
August 1, 2019,
in South Dakota



Fergus Falls, Minnesota

(Continued)

Customer is required to operate and maintain its line and equipment at Customer's own expense. Exceptions (if any) are as follows: _____. If at any time, in the opinion of the Company, that portion of the line extension owned by Customer interferes with the operation of the Company's line or system, or shall be a hazard to persons or property, the Company reserves the right to discontinue service until Customer's line extension has been restored to a safe and proper condition.

- 8. As required under its Electric Rate Schedule for this service, the Customer shall pay an annual fixed charge to compensate the Company for its investment in the extension of lines (which shall exclude any line extensions provided by the Customer as described in Paragraph 7), including the Special Facilities charges as identified in Section 5.03 of the General Rules and Regulations for rebuilding or cost of capacity increase in lines or apparatus, necessitated because of the Customer's irrigation pumping load. The Company's total investment is \$ _____. The Customer elects to pay this charge as follows:

Annual Fixed Charge is:

_____ Equal to 18% of the Investment of the Company, which annual amount for Customer is \$ _____, paid in seven equal monthly payments.

Or

_____ Prepayment of the installation and costs of the equipment in the amount of \$ _____ and payment for the term of this Agreement of an annual fixed charge equal to 3.5% of the Investment of the Company, which annual amount for the Customer is \$ _____, paid in seven equal monthly payments.

- 9. The Company shall have the right to transmit electric energy over any and all extensions of lines used to supply Customer's service, to other customers who shall apply for service, either by connecting with existing extensions of lines or by erecting and installing new extensions of lines, provided that such service to other customers shall not interfere with the service furnished to Customer.
- 10. The rights and obligations of this agreement shall extend to and be binding upon the respective heirs, executors, administrators, successors and assigns of the parties hereto.

IN WITNESS WHEREOF, the parties execute this Agreement effective as of _____, 20__.

Customer

OTTER TAIL POWER COMPANY

By: _____



Fergus Falls, Minnesota

(Continued)

OUTDOOR LIGHTING AND MUNICIPAL SERVICES AGREEMENT

THIS AGREEMENT is made by and between Otter Tail Power Company (the "Company"), a Minnesota corporation, and
(the "Customer").

In consideration of the mutual promises contained below, the parties agree as follows:

- 1. The Customer agrees to purchase and receive from the Company electric Energy in accordance with the terms of this Agreement and all terms and conditions and Rules and Regulations (the "Terms") established by the Company and filed in its approved tariff with the South Dakota Public Utilities Commission. These Terms shall include but not be limited to Customer's payment for electrical Energy in accordance with the Company's rate schedule as filed with and approved by the South Dakota Public Utilities Commission, or such superseding rate(s) as may be approved in the future.
2. The Company shall provide and the Customer shall pay for the services specified in this Agreement for a term of one year with an effective date of the term to begin and terminating and thereafter shall be renewed for periods of one year each, unless written notice to the contrary is given by either party to the other not less than thirty (30) days before the expiration of this agreement or any renewal thereof. The Customer Charge and fixed charges from the applicable rate schedule shall apply as long as the Customer is taking service from the Company. This agreement shall automatically terminate in the event the Customer discontinues all electric service or has its service disconnected by the Company for any reason. The termination of this agreement for any reason will not relieve Customer of any payments due to the Company for any service provided pursuant to this agreement and the Company's tariffs, or for the full payment of amounts required pursuant to paragraph 15 of this agreement.
3. If Customer does not receive any one or more of the services described below, indicate by inserting "N/A" as appropriate.

OUTDOOR LIGHTING

Work Order No.
Electric Rate Sched. No.
Rate Code No.
Account No.

- 4. The Customer elects to receive, and the Company shall provide, the following outdoor lighting service at the following location(s):

Outdoor Lighting - Company-Provided Equipment:

Table with 4 columns: Number of Units, Unit Type, Wattage Rating, Monthly Charge

Outdoor Lighting - Energy Only - Non-Metered

Table with 4 columns: Number of Units, Unit Type, Connected kW per Unit, Monthly Charge

Outdoor Lighting - Energy Only - Metered

- 5. If the Customer elects to receive service as Outdoor Lighting - Company-Provided Equipment or Outdoor Lighting - Energy Only - Non-Metered, the number of units or type of unit shall not be changed from that shown in Paragraph 4 above, except by



Fergus Falls, Minnesota

Third Revised Sheet No. 6 Cancelling Second Revised Sheet No. 6

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mutual consent of the parties.

- 6. The Customer represents that it has provided accurate information to the Company and the Customer is eligible to receive Outdoor Lighting service pursuant to the Electric Rate Schedule(s) and Rate Code(s) identified above.
- 7. The following service Riders apply to the Customer's service: The Customer at this location is subject to all mandatory riders in effect at the time of the execution of this agreement, any riders approved by the Commission after the execution of this agreement, and any voluntary riders that the customer chooses to participate in during the entire term of this agreement. These Riders are also designated by the Rate Schedule(s) and Rate Code(s) identified above.

MUNICIPAL PUMPING (GOVERNMENTAL ENTITY)

Work Order No. _____
 Electric Rate Sched. No. _____
 Rate Code No. _____
 Account No. _____

- 8. The Company agrees to furnish, and the Customer agrees to pay for, electric service to operate the pumps for the Customer's present water supply system and present sewage system, and such additions to these systems as may be mutually agreed upon, in accordance with this Agreement and in the Terms.
- 9. The Customer represents that it has provided accurate information to the Company and the Customer is eligible to receive Municipal Pumping service pursuant to the Electric Rate Schedule(s) and Rate Code(s) identified above.
- 10. The following service Riders apply to the Customer's service: The Customer at this location is subject to all mandatory riders in effect at the time of the execution of this agreement, any riders approved by the Commission after the execution of this agreement, and any voluntary riders that the customer chooses to participate in during the entire term of this agreement. These Riders are also designated by the Rate Schedule(s) and Rate Code(s) identified above.

FIRE SIRENS (GOVERNMENTAL ENTITY)

Work Order No. _____
 Electric Rate Sched. No. _____
 Rate Code No. _____
 Account No. _____

- 11. The Company agrees to furnish, and the Customer agrees to pay for, electric service to operate the Customer's fire/warning sirens listed below.
- 12. The Customer represents that it has provided accurate information to the Company and the Customer is eligible to receive Fire Sirens service pursuant to the Electric Rate Schedule(s) and Rate Code(s) identified above.
- 13. The following service Riders apply to the Customer's service: The Customer at this location is subject to all mandatory riders in effect at the time of the execution of this agreement, any riders approved by the Commission after the execution of this agreement, and any voluntary riders that the customer chooses to participate in during the entire term of this agreement. These Riders are also designated by the Rate Schedule(s) and Rate Code(s) identified above.

Location	Metered		Horsepower	Account Number	Billing Amount
	Yes	No			

GENERAL PROVISIONS

- 14. The Customer agrees that the Company shall not be liable for any losses, damages, or expenses (including but not limited to injury to persons, including death, or property damages) incurred by any persons for any delay, interruption, curtailment,



Fergus Falls, Minnesota

South Dakota P.U.C. Volume II
General Rules and Regulations – Section 1.05
ELECTRIC RATE SCHEDULE
Contracts, Agreements and Sample Forms

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suspension, disturbance or variability in its provision of electric service (including, but not limited to, any occurrence of voltage fluctuations or power surges) due to acts of God, or to any other cause whatsoever except the Company's own gross negligence or willful misconduct. The Company will not be liable for incidental or consequential damages, including, but not limited to, loss of profits resulting from the use of service or any delay, interruption, curtailment, suspension, disturbance or variability of electric service. The Company shall have the right to suspend temporarily the delivery of electric power hereunder for the purpose of making repairs or improvements of its system.

- 15. If applicable, the Company shall charge for and Customer shall pay any Excess Expenditures associated with Special Facilities as identified in Section 5.03 of the General Rules and Regulations. The total Excess Expenditures of Special Facilities identified is \$_____.
- 16. All previous agreements, if any, between the parties covering the subject matter hereof are hereby cancelled and terminated as of the effective date specified in Paragraph 2 of this Agreement, except as specifically provided in this Agreement.

IN WITNESS WHEREOF, the parties execute this Agreement to be effective as of the date stated in Paragraph 2 above.

OTTER TAIL POWER COMPANY
By _____

Title _____

CUSTOMER

By _____

Title: _____

SOUTH DAKOTA PUBLIC
UTILITIES COMMISSION
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Vice President, Regulatory
Affairs

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Fergus Falls, Minnesota

(Continued)



SUMMARY BILLING SERVICE CONTRACT

Primary Customer Information **[Send master account billing to:]**

Name: _____
Contact: _____
Address: _____
Phone: _____

Customer Authorization

Customer authorizes Otter Tail Power Company ("Company") to provide Summary Billing Service according to the Company's General Rules and Regulations (on file with the Commission), as the same may be changed from time to time. The Customer accounts to be included for Summary Billing Services shall be attached to this contract. The terms and conditions of this contract are listed in Section 4.12 of the Company General Rules and Regulations. Customer agrees to either send in the most recent copy of all bills selected for summary billing OR complete the Summary Billing Service Worksheet.

Changes by Customer

Request to change the above customer information or add or delete an account included in a summary bill described on the Summary Billing Service Worksheet must be made 45 days before the desired effective date. The change must be accepted by the Company.

Changes by Otter Tail Power Company

The Company reserves the right to make changes from time to time in the administration of Summary Billing Services. The service is subject to Company's General Rules and Regulations as they now exist or may hereafter be changed. Company will notify participating customers of any changes to the service provided.

Cancellation

This contract may be cancelled by either the Customer or the Company with a 45-day written notification. Cancellation will cause the Company to discontinue the Customer's summary bill, reverting the individual accounts to separate monthly billing with the bills mailed to their individual mailing addresses unless otherwise specified by Customer in writing at the time of cancellation.

Liability

The Company shall not be liable for any customer costs that may result from actions by the Company pursuant to the approved tariff, including: any refusal, delays or failure to provide for summary billing service when requested, for summary bill account charges or for reverting accounts to standard billing and mailing.

Approval Signatures

Customer Representative _____
Title _____
Date _____
By: _____
Title _____
Date _____
Otter Tail Power Company

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Fergus Falls, Minnesota

Third Revised Sheet No. 9 Cancelling Second Revised Sheet No. 9

(Continued)



Guarantee in lieu of deposit

(Customer's Name)

(Address)

(Account Number)

Guaranteed Amount \$ _____

I, _____ ("Guarantor"), guarantee to Otter Tail Power Company ("Company") payment of the electric service bills of _____ ("Customer"), in an amount not to exceed one-sixth of an estimated annual bills for service.

Conditions under which this agreement may be terminated are listed as follows:

1. The Customer discontinues receiving electric service from the Company.
2. The Customer changes service location covered by the guarantee agreement.
3. The Customer makes prompt payment to the Company of all electric service bills for 12 months.
4. I give the Company 30 days prior written notice for the termination of this agreement.
5. The Customer makes payment of the security deposit required by the Company.

However, this agreement may not be terminated until satisfactory settlement is made of any balance owed by the Customer to the Company.

(Name of Guarantor)

(Signature of Guarantor)

(Phone # of Guarantor)

Date: _____

(Address of Guarantor)

(Signature of Customer)

Date: _____

Otter Tail Power Company

By: _____

Title: _____



(Continued)

Controlled Service Agreement



Customer Name C
 Service Address C
 Account Number N
 Location Number C
N

The undersigned Customer agrees to purchase Controlled Service from Otter Tail Power Company (the "Company") subject to the Company's Rules and Regulations as they now exist or may hereafter be changed and filed in the approved Tariff with the South Dakota Public Utilities Commission. A copy of the Rules and Regulations is available from the Company. DN
DN
N

The Company's "Controlled Service" rate is designed to provide a reduced rate to customers who have electrical loads that can be shut off during "peak" demand periods. C

When the electric loads are space heating systems, there is a danger that damage to the premises may result if an alternate fuel heating system is not available to come on when the electric heat is shut off during the control period. This danger is obviously most prevalent if the alternate fuel must be hand-fired, such as a wood burner or in some rare cases where no alternate system is available. C
D
D

While the Company does not specify what type of alternate fuel must be used, Customers who choose to have a hand-fired (non-automatic) system or no backup need to be aware of the possible consequences of electric heat being switched off during control periods when nobody is available to hand-fire the alternate heating system or to monitor the temperature in the premises. C
C
CN
C

In order for the Company to offer the reduced rate, it must be able to turn off all electric heat. C

Controlled Service requires that no electric heating be used in the premises when the Company is controlling these electrical loads. C

If the electric heat is shut off and no other heat source comes on to provide heat, water in plumbing pipes and fixtures could freeze and burst. Other damage could also result from freezing temperatures in the structure. C
C

In order to acknowledge that the Customer has been advised of, understands and agrees to the risks associated with receiving Controlled Service, the Customer has signed and delivered to the Company the following statement: C
D

To: Otter Tail Power Company - C
D
 Customer Service Center C

1. I have read this Controlled Service Agreement and the related Rules and Regulations and understand the potential for damage to my property by using a hand-fired (non-automatic) backup heating system, DN
C

I plan to use a (type of fuel) _____, as my backup heating system. I understand, agree to, and accept the risks or damage to my property in the event that there is no backup heating system. It is my choice, however, to take Controlled Service and I will NOT hold Otter Tail Power Company liable or responsible for any damages that might occur due to a "shut off" of my primary electric heating system. C

2. I also agree that, in order to qualify for the Controlled Service rate, I will not use electricity as a secondary "backup" fuel when the regular electric heating system is controlled.

Name _____ Date _____
 Address _____
 Witness _____ Date _____

Otter Tail Power Company



Fergus Falls, Minnesota

Eighth Revised Sheet No. 11 Cancelling Seventh Revised Sheet No. 11

(Continued)

STANDARD ELECTRIC SERVICE STATEMENT

T



Questions about your bill?
 Call: **800-257-4044** or
218-739-8877
 Write: PO Box 2002
 Fergus Falls, MN 56538-2002
 Visit: otpc.com



YOUR ACCOUNT SUMMARY

Service location	FIRST AND LAST NAME 123 ANYWHERE ST ANYWHERE, ST 12345
Account number	12345678
Due date	Monday, November 14, 2022
Billing date	Monday, October 17, 2022
Previous balance	\$150.00
Payments	(\$150.00)
Other billing activity	\$2.86
Current EMP amount	\$150.00
Total amount due	\$152.86

MORE PAYMENT AND BILLING INFORMATION ON BACK.

If payment is not credited to your account by Nov 14, 2022, a late payment charge of 1.5% (18% per year) plus \$2.00 will be charged.

PAY ONLINE
Scan the QR code or visit otpc.com.

PAY BY PHONE
Call 800-257-4044. You'll need your account number and service location zip code.

EVEN MONTHLY PAYMENT (EMP) STATUS

EMP balance forward	\$127.25
Current billing amount	\$222.09
Current EMP amount	\$150.00
8-month EMP balance after payment	\$199.34

CONSUMPTION HISTORY ACCOUNT 12345678



ENERGY USAGE INFORMATION

This month
2,250 kWh

Days in billing cycle
30

Avg kWh per day
75

Avg daily cost
\$7.40

DETACH AND RETURN THIS PORTION WITH YOUR PAYMENT



215 South Cascade Street
Fergus Falls, MN 56537

21824281 6 000015286 19

Please make check payable and remit to:
 Otter Tail Power Company
 PO Box 2002
 Fergus Falls, MN 56538-2002

Stock purchase \$ _____

Energy Share donation \$ _____

COPY - DO NOT PAY

This is a Ready Check account. The amount paid by your bank this month was \$152.86.

Total amount due	
November 14, 2022	\$152.86
Amount enclosed	
\$	

12345678-1 \$152.86 EMP

MARY CUSTOMER
 1234 ELM ST E
 ANYTOWN MN 56537-0496



243

T



Fergus Falls, Minnesota

Sixth Revised Sheet No. 12 Cancelling Fifth Revised Sheet No. 12

(Continued)

PAYMENT AND OTHER BILLING ACTIVITY		2. Dual Fuel Self-Contained - S190	
Previous balance	\$150.00	Meter 78787878	
Payment 09/25/22	(\$150.00)	10/15/22 Reading estimated	15560
Late charge 10/17/22	\$2.86	09/15/22 Reading	14060
Current EMP amount	<u>\$150.00</u>	750 kWh @ .01024 Winter	\$7.68
TOTAL AMOUNT DUE	\$152.86	750 kWh @ .01222 Summer	\$9.17
HOW WE CALCULATED YOUR BILL		Customer Charge prorated	\$9.86
1. Residential Service - S101		Facilities Charge prorated	\$9.37
Meter 12345678		Fuel and Purchased Power	
10/15/22 Reading estimated	56789	750 kWh @ .03154	\$23.66
09/15/22 Reading	56039	750 kWh @ .02864	\$21.48
375 kWh @ .06252 Winter	\$23.45	Energy Efficiency Adjustment	\$2.93
375 kWh @ .07594 Summer	\$28.48	Transmission Cost Recovery	\$12.78
Customer Charge prorated	\$9.86	Phase-In Recovery Rider	\$6.52
Energy Adjustment		Sales Tax	\$4.66
375 kWh @ .03189	\$11.96	Total Meter Charges	\$108.11
375 kWh @ .02895	\$10.86	3. Other Charges and Credits	
Energy Efficiency Adjustment	\$1.46	Billing Period:	
Transmission Cost Recovery	\$6.39	09/17/2022 - 10/17/2022	
Phase-In Recovery Rider	\$7.41	Outdoor Lighting 16 kWh	\$7.86
Sales Tax	\$4.49	Energy Adjustment	
Total Meter Charges	\$104.36	8 kWh @ .02516	\$0.20
1. Residential Service - S101		8 kWh @ .02284	\$0.18
Meter 12345678		Energy Efficiency Adjustment	\$0.03
Billing Period:		Transmission Cost Recovery	\$0.14
09/15/22 - 10/15/22		Phase-In Recovery Rider	\$0.80
<div style="display: flex; justify-content: space-between; align-items: center;"> <div style="width: 40%;"> <p>1. Residential Service - S101 Meter 12345678 Billing Period: 09/15/22 - 10/15/22</p> </div> <div style="width: 55%; font-style: italic;"> <p>Customers with a new advanced meter will receive bills displaying the billing period.</p> </div> </div>		Sales Tax	\$0.41
		Total Other Charges and Credits	\$9.62
		CURRENT BILLING AMOUNT	\$222.09
<p style="font-size: small;">Please scan the code or visit otpc.com/mybill for an explanation of your billing terms and rates.</p>			
<p>Change of mailing address Need your bill mailed to a different address? You can provide that address below. Please note that to change the name or service address, you'll need to contact us at 800-257-4044.</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>Phone: _____</p>		Customer Notices	
12345678-1			




Fergus Falls, Minnesota


Seventh Revised Sheet No. 13 Cancelling Sixth Revised Sheet No. 13

(Continued)

COMMERCIAL ELECTRIC SERVICE STATEMENT



Questions about your bill?
 Call: 800-257-4044 or
 218-739-8877
 Write: PO Box 2002
 Fergus Falls, MN 56538-2002
 Visit: otpc.com



YOUR ACCOUNT SUMMARY	
FIRST AND LAST NAME	
Service location	123 ANYWHERE ST ANYWHERE, ST 12345
Account number	12345678
Due date	Monday, November 14, 2022
Billing date	Monday, October 17, 2022
Previous balance	\$17,265.10
Payments	(\$17,265.10)
Other billing activity	\$0.00
Current billing amount	\$20,659.57
Total amount due	\$20,659.57

MORE PAYMENT AND BILLING INFORMATION ON BACK.

If payment is not credited to your account by Nov 14, 2022, a late payment charge of 1.5% (18% per year) plus \$2.00 will be charged.

PAY ONLINE
 Scan the QR code or
 visit otpc.com.

PAY BY PHONE
 Call 800-257-4044.
 You'll need your account
 number and service
 location zip code.

811 Call before you dig.
 Call 811 or your state's One Call office before you dig.

CONSUMPTION HISTORY ACCOUNT 12345678



ENERGY USAGE INFORMATION


This month
229,700
kWh

Days in
billing cycle
30

Total
metered kW
627.3

Avg daily
cost
\$688.65

DETACH AND RETURN THIS PORTION WITH YOUR PAYMENT



215 South Cascade Street
Fergus Falls, MN 56537

Please make check payable and remit to:
Otter Tail Power Company
 PO Box 2002
 Fergus Falls, MN 56538-2002

Stock purchase \$ _____
 Energy Share donation \$ _____

12345678 1 002065957 19

FIRST AND LAST NAME
 1234 ELM ST E
 ANYWHERE ST 56537-0496

Total amount due
 November 14, 2022 **\$20,659.57**

Amount enclosed
\$

12345678-1 \$20,659.57



Fergus Falls, Minnesota

Sixth Revised Sheet No. 14 Cancelling Fifth Revised Sheet No. 14

(Continued)

PAYMENT AND OTHER BILLING ACTIVITY		2. Dual Fuel CT Metering w/Penalty - S170P	
Previous balance	\$17,265.10	Meter 78787878	
Payment 09/25/22	(\$17,265.10)	10/15/22 Reading	15520
Current billing amount	<u>\$20,659.57</u>	09/15/22 Reading	15508
TOTAL AMOUNT DUE	\$20,659.57	Meter Multiplier	300

HOW WE CALCULATED YOUR BILL		10/15/22 Penalty Reading	
1. Large General Service Primary - S602		09/15/22 Penalty Reading	13520
Meter 12345678		1,800 kWh @ .00999 Winter	\$17.98
10/15/22 Reading	91596	1,800 kWh @ .01192 Summer	\$21.46
09/15/22 Reading	91273	Customer Charge prorated	\$14.79
Meter Multiplier	700	kVAR	0.000
113,050 kWh @ .02187 Winter	\$2,472.40	Metered Demand	23.200
113,050 kWh @ .02219 Summer	\$2,508.58	kW Reactive Demand	0
Customer Charge prorated	\$278.14	Billing Demand	23.200
kVAR	429.800	Max Demand	25.000
Metered Demand	604.100	Facilities Charge	\$12.50
kW Reactive Demand	12	Fuel and Purchased Power	
Billing Demand	616.100	1,800 kWh @ .03154	\$56.77
Max Demand	845.400	1,800 kWh @ .02864	\$51.55
Demand Charge	\$5,153.68	Energy Efficiency Adjustment	\$7.02
Facilities Charge	\$414.25	Transmission Cost Recovery	\$5.15
Energy Adjustment		Phase-In Cost Recovery	\$18.47
113,050 kWh @ .03055	\$3,453.68	Sales Tax	\$9.26
113,050 kWh @ .02773	\$3,134.88	Total Meter Charges	\$214.95
Energy Efficiency Adjustment	\$440.90	CURRENT BILLING AMOUNT	\$20,659.57
Transmission Cost Recovery	\$558.19		
Phase-In Cost Recovery	\$1,149.53		
Sales Tax	\$880.39		
Total Meter Charges	\$20,444.62		

Please scan the code or visit otpc.com/mybill for an explanation of your billing terms and rates.

Change of mailing address
 Need your bill mailed to a different address? You can provide that address below. Please note that to change the name or service address, you'll need to contact us at 800-257-4044.

Phone: _____

Customer Notices

12345678-1




Fergus Falls, Minnesota


(Continued)

NOTICE OF PROPOSED DISCONNECTION

Page 3 of 4
12345678 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80 81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99 00




Questions about your bill?
Call: 800-257-4044 or
218-739-8877
Write: PO Box 2002
Fergus Falls, MN 56538-2002
Visit: otpc.com




NOTICE OF PROPOSED DISCONNECT

FIRST AND LAST NAME
Address subject to disconnect
1234 ANYWHERE ST
ANYWHERE, ST 12345

Account number	12345678
Disconnect date	Thursday, December 22, 2022
Disconnect amount	\$682.45
Total amount due	\$1,776.26



PAY ONLINE
Scan the QR code or
visit otpc.com.



PAY BY PHONE
Call 800-257-4044.
You'll need your account
number and service
location zip code.

If you have questions or would like to discuss possible payment arrangements, call us at 1-800-257-4044 or 218-739-8877 between 8 a.m. and 5 p.m. Monday-Friday.

We encourage you to also reach out to the South Dakota Energy Assistance Program at 800-233-8503 to ask about their programs if you expect to have financial challenges for the foreseeable future.

Anyone with an unresolved dispute may request appeal and mediation from the South Dakota PUC, Capitol Bldg, 500 E. Capitol Ave., Pierre, SD 57501 or call 605-773-3201 or 1-800-332-1782.

DISCONNECT NOTICE

ACT IMMEDIATELY TO AVOID DISCONNECT.


Your account is past due and subject to disconnect after 10 a.m. on Thursday, December 22, 2022.

Please provide payment of \$682.45 online, by phone, or by mail to avoid disconnect.

If your electric service is disconnected, you're responsible for payment of the disconnect amount, current amount, usage up to the date of disconnect, and any reconnection charges. A security deposit may also be required.

Please note, if you have a pending disconnect in effect, it may be acted upon prior to the stated disconnect date on this notice.

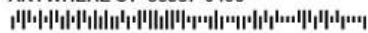
DETACH AND RETURN THIS PORTION WITH YOUR PAYMENT



215 S Cascade
Fergus Falls, MN 56537

12345678 1 000177626 19

FIRST AND LAST NAME
1234 ELM ST E
ANYWHERE ST 56537-0496



243

Please make check payable and remit to:
Otter Tail Power Company
PO Box 2002
Fergus Falls, MN 56538-2002

Disconnect amount due
Thursday, December 22, 2022
\$682.45

Total amount due
\$1,776.26

Amount enclosed

\$

12345678



Fergus Falls, Minnesota

Sixth Revised Sheet No. 16 Cancelling Fifth Revised Sheet No. 16

(Continued)

Change of mailing address
Need your bill mailed to a different address?
You can provide that address below. Please note that to change the name or service address, you'll need to contact us at 800-257-4044.

Phone: _____

T



(Continued)

CUSTOMER DEPOSIT REFUND LETTER

June 29, 2018



MARY CUSTOMER
1234 ELM ST W
ANYTOWN, SD 57252

Account Number : 21824561
Service Address: 1234 ELM ST W
ANYTOWN, SD 57252

Dear MARY,

Our records indicate that you have met the requirements in accordance with the rules established by the Public Utility/Service Commission. Due to the requirements being met we're returning the following deposit:

Deposit number _____ Received on Mar 22, 2019 Amount \$0.00

We've credited the total amount of the deposit plus accrued interest to your account, which will appear on your next billing.

We appreciate the privilege of serving your electrical needs. If we can be of further assistance, please contact us at the phone number listed above.

Sincerely,

_____, Manager
Manager Customer Service Center

T



Fergus Falls, Minnesota

Third Revised Sheet No. 18 Cancelling Second Revised Sheet No. 18

(Continued)

CUSTOMER DEPOSIT RECEIPT

June 19, 2018



MARY CUSTOMER
1234 ELM ST W
ANYTOWN, SD 57252

Account Number : 21824561
Service Address: 1234 ELM ST W
ANYTOWN, SD 57252

Dear MARY,

This letter is to confirm receipt of a deposit made by MARY CUSTOMER in the amount of \$100.00 received in our office on May 3, 2018 for service at the above listed address.

The deposit plus interest will automatically be refunded after 12 consecutive months of prompt payment of all utility bills or after service is discontinued and final payment has been received.

If you have any questions, please contact us at the phone number listed above.

Sincerely,

, Manager
Milbank Customer Service Center

As a deposit to secure payment of amounts due the company, this deposit shall earn interest in accordance with applicable laws and regulations per annum until service is discontinued or disconnected for non-payment of bills due to the company, but not thereafter, and will be repaid with interest to the depositor when the service is discontinued or disconnected for non-payment of bills due the company provided all obligations of the depositor to the company have been discharged; or will be applied to the liquidation of the account. This receipt is not transferrable.

T



(Continued)

EVEN MONTHLY PAYMENT BROCHURE

Enroll today at
otpco.com/TryEMP
or call
800-257-4044 or 218-739-8877.



Even Monthly Payment

Help manage your energy costs with simple budget billing.



8/23

C



(Continued)



Make budgeting easier!

Our Even Monthly Payment (EMP) plan makes it easier to manage your budget. We'll average your electric bills from the past 12 months to project your monthly payments for the next year. Whether it's the biting cold of January or the searing heat of August, you'll pay the same amount each month.

We'll review your account twice a year and adjust your EMP amount if your electric use changes significantly. We'll also pay interest on your average daily credit balance. And if EMP doesn't work for you, you can return to conventional billing at any time.

Sign up for EMP
Online or by mail



Complete and return this enrollment form to:
Otter Tail Power Company
PO Box 2002
Fergus Falls, MN 56538-2002

SCAN ME

Yes, I'd like to try Even Monthly Payment. I understand that I can return to conventional billing at any time if EMP doesn't work for me.

Combine EMP with Ready Check for added convenience and security.

Send me information about Ready Check.

C



(Continued)

READY CHECK BROCHURE

For even more convenience, combine Ready Check with Even Monthly Payment

Our Even Monthly Payment (EMP) plan makes it easier to manage your budget. We'll average your electric bills from the past 12 months to project your monthly payments for the next year. Whether it's the biting cold of January or the searing heat of August, you'll pay the same amount each month.

We'll review your account twice a year and adjust your EMP amount if your electric use changes significantly. We'll also pay interest on your average daily credit balance. And if EMP doesn't work for you, you can return to conventional billing at any time.



Ready Check

Save time for the things you love.

Automatically pay your electric bills from your bank account.

Try our online services

Register online to find information about your bill, discover online bill payment options, view your energy use, update your contact information, and more.

otpc.com



8/23



(Continued)

With Ready Check you authorize your bank to automatically pay your electric bill each month.



By enrolling in Ready Check, you'll:

- Avoid late or missed payments.
- Write fewer checks.
- Pick your preferred payment dates.
- Continue to receive bills by mail or online.

If Ready Check doesn't work for you, cancel the program at any time by contacting us.

Note: Please allow adequate processing time for set up. We'll note on your bill when Ready Check takes effect.

Sign up for Ready Check



SCAN ME

1. Complete the form online or below.
2. ATTACH A VOIDED CHECK.
3. Return to:
Otter Tail Power Company
PO Box 2002
Fergus Falls, MN 56538-2002

I authorize my bank to draw against my bank account to pay my monthly electric service bills from Otter Tail Power Company.

I would like to make payments between the _____ and _____ days of the month. (Provide a ten-day window.)
I understand payments will be aligned to my due date.

Otter Tail Power Company account number _____

Name _____

Contact phone _____

Email _____

Signature as shown in bank records: _____

Date _____

Even Monthly Payment enrollment

- Yes, enroll me in Even Monthly Payment too so my bill will be the same amount each month.
(Details on back.)

If you have questions about Ready Check, call **800-257-4044** or **218-739-8877** or visit **otpc.com/ReadyCheck**.

C



Fergus Falls, Minnesota

South Dakota P.U.C. Volume II
General Rules and Regulations – Section 1.05
ELECTRIC RATE SCHEDULE
Contracts, Agreements and Sample Forms

Second Revised Sheet No. 23 Cancelling First Revised Sheet No. 23

(Continued)

RESERVED FOR FUTURE USE

SOUTH DAKOTA PUBLIC
UTILITIES COMMISSION
Filed on: June 21, 2019
Approved by order dated: July 9, 2019
Docket No. EL18-021

Bruce G. Gerhardson
Vice President, Regulatory
Affairs

EFFECTIVE with bills
rendered on and after
August 1, 2019,
in South Dakota