



Fergus Falls, Minnesota

First Revised Sheet No. 1 Cancelling Original Sheet No. 1

Section 4.02 METER READINGS

Unless authorized by statute, rule, or other appropriate authority, readings of all Meters used for determining charges to Customers shall be made each month. The term "month" for Meter reading and billing purposes is the period between successive Meter reading dates, which shall be nearly as practicable to 30-day intervals. When the Company is unable to gain access to a Meter, it shall leave a Meter-reading form for the Customer and an estimated bill will be rendered for that billing period. The Company may use an estimated reading for up to two months as arrangements are made for a Company representative to contact the Customer. The Company may move the Meter to a self-read status when necessary.

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SELF-READ CUSTOMERS: Customers designated as self-read Meter Accounts shall, upon request of the Company, report the reading of their Meter monthly online, or on forms provided by the Company. At a minimum, the Company will verify Meter readings of self-read Meter Accounts at least once within a 12-month period, and when there is a change in occupancy of the premises.

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