



**Chris Kilpatrick**

Director/Rates-Electric Regulation Services  
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June 30, 2009

Ms. Patricia VanGerpen, Executive Director  
South Dakota Public Utilities Commission  
500 East Capitol Avenue  
Pierre, SD 57501

Re: Sample Forms Revisions

Dear Ms. VanGerpen:

With this letter, Black Hills Power, Inc. (“Black Hills” or the “Company”), is filing with the Commission revisions to its Sample Forms. Black Hills respectfully requests Commission approval of these proposed revisions to its Electric Tariff.

Pursuant to ARSD 20:10:13:39, the Company states:

1. The documents submitted with this filing include:

Table of Contents	Section No. 1, Eighteenth Revised Sheet No. 1
Table of Contents	Section No. 1, Seventh Revised Sheet No. 4
Electric Bill Form – Residential (Front)	Section No. 6, Seventh Revised Sheet No. 2
Electric Bill Form – Residential (Back)	Section No. 6, Sixth Revised Sheet No. 3
Electric Bill Form – General Service (Front)	Section No. 6, Sixth Revised Sheet No. 4
Electric Bill Form – General Service (Back)	Section No. 6, Fifth Revised Sheet No. 5
Disconnect Notice	Section No. 6, Seventh Revised Sheet No. 6
Payment Options Brochure	Section No. 6, Third Revised Sheet No. 19
“Understanding Your New Bill”	Customer communication that explains the new billing format. This is not intended to be included in the tariff.

2. The proposed effective date for the tariff revisions is August 1, 2009, and Black Hills hereby respectfully requests that the Commission approve this application on thirty days notice.

3. Brief description of the tariff changes:

The changes include the filings of revisions to the Company’s bill format due to the conversion to a new billing system. The new bill format does not change any substantive

information contained on the bills, it changes only the format of the information printed. The changes include:

On the front page of the bill, we have separated energy usage information and account information into two separate columns. The column showing energy usage contains detailed information regarding kilowatt hours and billed capacity for each meter, as well as calculations of Capacity Charge, Energy Cost Adjustment, and City and State Sales Tax. The front page of the bill now gives the customer the contact information for the Public Utilities Commission.

On the back page of the bill, the format for payment and contact addresses has changed to a horizontal list rather than a vertical list, and we have added a toll free phone number for customer service. We have removed the local phone number for outage reporting, but have maintained the toll free number for outage reporting.

“Understanding Your New Bill” is an August bill insert that we are providing for explanatory purposes, it will not be part of the Sample Forms. This insert will also be available on the Black Hills Power website.

4. Reasons for the proposed tariff changes:

The new bill format is due to the conversion to a new billing system that changes the print format of the bills, as outlined in item #3.

5. Number of customers whose cost of service will be affected and annual changes in cost of service to such customers.

There will be no change in the cost of service for any Black Hills’ customers related to the bill format change.

Sincerely,



Chris Kilpatrick  
Director/Electric Regulation Services



**SOUTH DAKOTA ELECTRIC RATE BOOK**

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Eighteenth Revised Sheet No. 1 (T)  
Replaces Seventeenth Sheet No. 1 (T)

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### SOUTH DAKOTA ELECTRIC RATE BOOK

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Black Hills Power, Inc.  
Rapid City, South Dakota

**SOUTH DAKOTA ELECTRIC RATE BOOK**

Section No. 6  
Seventh Revised Sheet No. 2  
Replaces Sixth Revised Sheet No. 2

(T)  
(T)



Check if changes to mailing address, email or phone number entered on back of form.

JOHN CUSTOMER  
0000 ANY ST  
RAPID CITY SD 00000

Please make check or money order payable to:

BLACK HILLS POWER  
PO BOX 1440  
RAPID CITY SD 57709-1440

Current amount	
Due 06/17/2009:	\$74.97
AMOUNT ENCLOSED:	

**Account Number: 0000 0000 00**

Please return top portion with payment. If paying in person please bring entire bill.

**0000 ANY ST RAPID CITY SD**

Rate Code 10 (SD000/00000000)  
**Meter Number: 00000**

Reading	05/27/09	22277	
Reading	04/24/09	21559	
	<b>33 days</b>	<b>718</b>	<b>Kilowatt Hours (kWh)</b>

Your average daily usage was 21.76 kWh  
Last year this period it was 17.69 kWh

Customer Charge	\$8.00
Energy Charge 718 kWh @ \$0.0841	\$60.38
Energy Cost Adjustment	\$2.35
City Sales Tax \$70.73 @ 2%	\$1.41
State Sales Tax \$70.73 @ 4%	\$2.83
<b>Total charge this service</b>	<b>\$74.97</b>

**JOHN CUSTOMER**

Account Number:	0000 0000 00
Amount Now Due:	\$74.97
Statement Date:	05/28/2009
Please pay by:	06/17/2009

---


Previous Billing	\$61.72
Payment	\$61.72 CR
Balance Forward	\$0.00
Adjustments/Fees	\$0.00
Current Charges	
Electric	\$74.97
<b>Total This Bill</b>	<b>\$74.97</b>
Account Balance	\$74.97

Pay account balance before June 24, 2009 to avoid a late payment charge.

Customers are responsible for payment of their electric bill. Please call us at (605) 721-2660, or visit your local BHP office when you have questions or concerns.

If you disagree with any portion of this bill, please pay the undisputed portion of the bill by the due date and contact us.

If after an investigation of your billing we cannot agree on an appropriate amount to be paid, you may then contact the Public Utilities Commission for appeal and mediation at 500 East Capitol Avenue, Pierre SD 57501-5070 or by calling 1-605-773-3201



**Thank You For Being Our Customer!**

BHC003 P0H71 00000431 / 00000867







Black Hills Power, Inc.  
Rapid City, South Dakota

**SOUTH DAKOTA ELECTRIC RATE BOOK**

Section No. 6  
Sixth Revised Sheet No. 4 (T)  
Replaces Fifth Revised Sheet No. 4 (T)



Check if changes to mailing address, email or phone number entered on back of form.

  
**BUSINESS**  
 0000 ANY ST  
 RAPID CITY SD 00000

Please make check or money order payable to:

**BLACK HILLS POWER**  
 PO BOX 1440  
 RAPID CITY SD 57709-1440

Current amount	Due 06/17/2009: <span style="float: right;">\$311.55</span>
<b>AMOUNT ENCLOSED:</b>	

**Account Number: 0000 0000 00**

Please return top portion with payment. If paying in person please bring entire bill.


<p><b>0000 ANY ST RAPID CITY SD</b></p> <p>Rate Code 20 (SD000/00000000)</p> <p><b>Meter Number: 00000-DUPLEX</b></p> <p><b>Kilowatt Hours</b></p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">Reading</td> <td style="width: 20%;">05/26/09</td> <td style="width: 20%;">47858</td> <td style="width: 30%;"></td> </tr> <tr> <td>Reading</td> <td>04/23/09</td> <td>44722</td> <td></td> </tr> <tr> <td></td> <td><b>33 days</b></td> <td><b>3136</b></td> <td><b>Kilowatt Hours (kWh)</b></td> </tr> <tr> <td>Your average daily usage was</td> <td></td> <td>95.03</td> <td>kWh</td> </tr> <tr> <td>Last year this period it was</td> <td></td> <td>43.64</td> <td>kWh</td> </tr> </table> <p><b>Capacity Charge</b></p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">Reading</td> <td style="width: 20%;">05/26/09</td> <td style="width: 20%;">7.7</td> <td style="width: 30%;">Kilowatt (kW)</td> </tr> <tr> <td><b>Billing Capacity</b></td> <td></td> <td><b>7.7</b></td> <td><b>Kilowatt (kW)</b></td> </tr> </table> <table style="width: 100%; border-collapse: collapse;"> <tr> <td>Customer Charge</td> <td style="text-align: right;">\$10.00</td> </tr> <tr> <td>Capacity Charge 5 kW @ \$0.00</td> <td style="text-align: right;">\$0.00</td> </tr> <tr> <td>Capacity Charge 2.7 kW @ \$5.41</td> <td style="text-align: right;">\$14.61</td> </tr> <tr> <td>Energy Charge 1,000 kWh @ \$0.0933</td> <td style="text-align: right;">\$93.30</td> </tr> <tr> <td>Energy Charge 2,000 kWh @ \$0.0808</td> <td style="text-align: right;">\$161.60</td> </tr> <tr> <td>Energy Charge 136 kWh @ \$0.0715</td> <td style="text-align: right;">\$9.72</td> </tr> <tr> <td>Energy Cost Adjustment</td> <td style="text-align: right;">\$10.34</td> </tr> <tr> <td>State Sales Tax \$299.57 @ 4%</td> <td style="text-align: right;">\$11.98</td> </tr> <tr> <td><b>Total charge this service</b></td> <td style="text-align: right;"><b>\$311.55</b></td> </tr> </table>	Reading	05/26/09	47858		Reading	04/23/09	44722			<b>33 days</b>	<b>3136</b>	<b>Kilowatt Hours (kWh)</b>	Your average daily usage was		95.03	kWh	Last year this period it was		43.64	kWh	Reading	05/26/09	7.7	Kilowatt (kW)	<b>Billing Capacity</b>		<b>7.7</b>	<b>Kilowatt (kW)</b>	Customer Charge	\$10.00	Capacity Charge 5 kW @ \$0.00	\$0.00	Capacity Charge 2.7 kW @ \$5.41	\$14.61	Energy Charge 1,000 kWh @ \$0.0933	\$93.30	Energy Charge 2,000 kWh @ \$0.0808	\$161.60	Energy Charge 136 kWh @ \$0.0715	\$9.72	Energy Cost Adjustment	\$10.34	State Sales Tax \$299.57 @ 4%	\$11.98	<b>Total charge this service</b>	<b>\$311.55</b>	<p><b>BUSINESS</b></p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Account Number:</td> <td style="text-align: right;">0000 0000 00</td> </tr> <tr> <td>Amount Now Due:</td> <td style="text-align: right;">\$311.55</td> </tr> <tr> <td>Statement Date:</td> <td style="text-align: right;">05/28/2009</td> </tr> <tr> <td>Please pay by:</td> <td style="text-align: right;">06/17/2009</td> </tr> </table> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 2px;">Previous Billing</td> <td style="text-align: right; padding: 2px;">\$322.78</td> </tr> <tr> <td style="padding: 2px;">Payment</td> <td style="text-align: right; padding: 2px;">\$322.78</td> </tr> <tr> <td style="padding: 2px;">Balance Forward</td> <td style="text-align: right; padding: 2px;">\$0.00</td> </tr> <tr> <td style="padding: 2px;">Adjustments/Fees</td> <td style="text-align: right; padding: 2px;">\$0.00</td> </tr> <tr> <td style="padding: 2px;">Current Charges</td> <td style="text-align: right; padding: 2px;">Electric <span style="float: right;">\$311.55</span></td> </tr> <tr> <td style="padding: 2px;"><b>Total This Bill</b></td> <td style="text-align: right; padding: 2px;"><b>\$311.55</b></td> </tr> <tr> <td style="padding: 2px;">Account Balance</td> <td style="text-align: right; padding: 2px;">\$311.55</td> </tr> </table>	Account Number:	0000 0000 00	Amount Now Due:	\$311.55	Statement Date:	05/28/2009	Please pay by:	06/17/2009	Previous Billing	\$322.78	Payment	\$322.78	Balance Forward	\$0.00	Adjustments/Fees	\$0.00	Current Charges	Electric <span style="float: right;">\$311.55</span>	<b>Total This Bill</b>	<b>\$311.55</b>	Account Balance	\$311.55
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Pay account balance before June 24, 2009 to avoid a late payment charge.

Customers are responsible for payment of their electric bill. Please call us at (605) 721-2660, or visit your local BHP office when you have questions or concerns.

If you disagree with any portion of this bill, please pay the undisputed portion of the bill by the due date and contact us.

If after an investigation of your billing we cannot agree on an appropriate amount to be paid, you may then contact the Public Utilities Commission for appeal and mediation at 500 East Capitol Avenue, Pierre SD 57501-5070 or by calling 1-605-773-3201



**Thank You For Being Our Customer!**

BHC003 POHV71 00000552 / 00001109



Black Hills Power, Inc.  
Rapid City, South Dakota

**SOUTH DAKOTA ELECTRIC RATE BOOK**

Section No. 6  
Fifth Revised Sheet No. 5  
Replaces Fourth Revised Sheet No. 5

(T)  
(T)

Please Return this Portion with your Payment

Change of Mailing Address, Phone Number,  
or Email Address

Street: \_\_\_\_\_  
City: \_\_\_\_\_  
State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Phone Number: (\_\_\_\_) \_\_\_\_\_  
E-mail Address: \_\_\_\_\_

**Thank You For Your Payment.**



000000000000000006000000000000000000

Please return top portion with payment. If paying in person please bring entire bill.

**Mail all Payments to:**  
BLACK HILLS POWER  
PO BOX 1440  
RAPID CITY SD 57709-1440

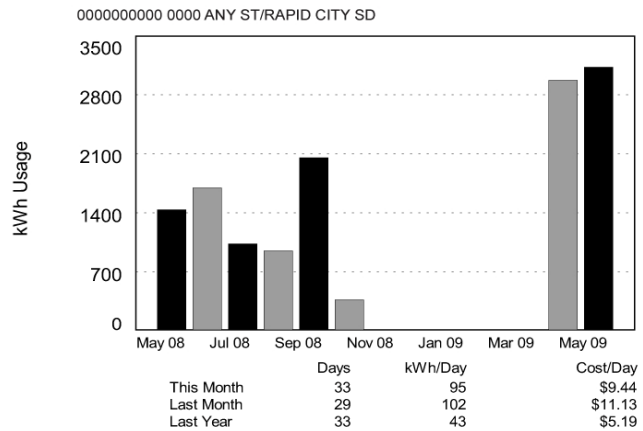
**You may contact BHP at:**  
447 MT RUSHMORE RD  
CUSTER, SD 57730

Office hours: MON-FRI 8AM - 12PM / 1PM - 5PM

Phone: 605-673-4455  
Toll free: 800-742-8948

[www.blackhillspower.com](http://www.blackhillspower.com)

TO REPORT OUTAGES, PLEASE  
CALL 1-800-839-8197









Black Hills Power, Inc.  
Rapid City, South Dakota

## SOUTH DAKOTA ELECTRIC RATE BOOK

Section No. 6  
Third Revised Sheet No. 19  
Replaces Second Revised Sheet No. 19

(T)  
(T)

### Budget Billing Plan

If your electric bills fluctuate with the seasons, you should check into Black Hills Power's Budget Billing Plan. By averaging your high and low bills, your monthly payment remains constant, with only minor changes from month to month. This program helps even out the peaks and valleys in energy use and makes it easier on your budget.

### Paid By Bank - Automatically

With your authorization, the exact amount of your bill can be automatically withdrawn from your savings or checking account each month on its due date. In the event you have a question about your bill, you have a 10-day period to stop the payment withdrawal.

### Paid Online

Black Hills Power offers you a quick, reliable way to pay your bill with our online SpeedPay option. You can make your monthly payment with a check or credit card (Visa, Mastercard or Discover) online for a Western Union service fee. The fee for residential customers is \$3.95 per \$1,000 transaction. The fee for commercial customers is \$9.95 per \$2,000 transaction.

### Pay By Phone

To pay your bill by phone using our SpeedPay service, call the toll-free number at 1-866-499-3942. SpeedPay allows you to pay your monthly bill with a check or credit card (Visa, Mastercard or Discover) over the phone for a Western Union service. The fee for residential customers is \$3.95 per \$1,000 transaction. The fee for commercial customers is \$9.95 per \$2,000 transaction.

### Pay In Person

You may pay your bill in person at any BHP Customer Service office during regular business hours, or use the convenient drop box located at each office.

#### Belle Fourche

620 State St.  
Belle Fourche, SD 57717  
605-723-2460

#### Custer

447 Mt. Rushmore Rd.  
Custer, SD 57730  
605-673-4455

#### Deadwood

425 Cliff St.  
Deadwood, SD 57732  
605-722-2420

#### Hot Springs

401 N. River St.  
Hot Springs, SD 57747  
605-745-3120

#### Newell

121 3rd St.  
Newell, SD 57760  
605-456-2896

### Pay By Mail

You can mail your payment to Black Hills Power using the convenient two-way envelope that your bill comes in, or you can mail your bill to: **Black Hills Power**  
PO Box 1440  
Rapid City, SD 57709

### Pay At Your Bank

You may pay at most banking institutions in the Black Hills area by presenting your payment stub at the time of payment.

### Make Your Life Easier!

Complete, sign and mail this form to **Black Hills Power, PO Box 6006, Rapid City, SD 57709.**

YES! Sign me up for the following:

- Budget Billing
- Paid By Bank
  - I have enclosed a voided check, or a photocopy, for verification of my bank account number

### Customer Information

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

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

Service Address: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_ Zip: \_\_\_\_\_

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

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

E-mail: \_\_\_\_\_

Signature: \_\_\_\_\_

# Understanding Your New Bill

The following section explains your bill, shows how to read your meter and explains why energy bills may vary from month to month, year to year and neighbor to neighbor.



Please make check or money order payable to:

**4** BLACK HILLS POWER  
PO BOX 1440  
RAPID CITY SD 57709-1440

Check if changes to mailing address, email or phone number entered on back of form.

**5** **0000 ANY ST RAPID CITY SD**  
0000 ANY ST  
RAPID CITY SD 57702-3221

Current amount  
Due 06/17/2009: **2** \$74.97

AMOUNT ENCLOSED:

**1** Account Number: ~~0000 0000 00~~

Please return top portion with payment. If paying in person please bring entire bill.

**6** **0000 ANY ST RAPID CITY SD**

Rate Code 10 (SD000/00000000)  
**Meter Number: 00000**

Reading	05/27/09	22277
Reading	04/24/09	21559
	<b>33 days</b>	<b>718 Kilowatt Hours (kWh)</b>
Your average daily usage was	21.76 kWh	
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Customer Charge	\$8.00
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**JOHN CUSTOMER**

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Amount Now Due:	\$74.97
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Please pay by:	06/17/2009
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Payment	\$61.72 CR
Balance Forward	\$0.00
Adjustments/Fees	\$0.00
Current Charges	
Electric	\$74.97
<b>Total This Bill</b>	<b>\$74.97</b>
Account Balance	\$74.97

Pay account balance before June 24, 2009 to avoid a late payment charge.

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If after an investigation of your billing we cannot agree on an appropriate amount to be paid, you may then contact the Public Utilities Commission for appeal and mediation at 500 East Capitol Avenue, Pierre SD 57501-5070 or by calling 1-605-773-3201

**1** Account Number

**2** Amount Due

Your amount due plainly stated for your convenience.

**3** Summary

Summary including previous payments, credits, adjustments and current electric charges.

**4** Payment Remittance

Return the top portion of your statement in the return envelope provided. Please write your account number on your check and make sure the return address shows through the window in the return envelope. Please don't fold your payment or in any way attach it to the stub.

**5** Your Mailing Address

**6** Service Address

**7** Detailed Account Information

This part of your bill contains specific information such as energy usage, meter readings and other key details.

Thank You For Being Our Customer!

www.blackhillspower.com

BHC003 POHV71 00000431 / 00000867

BACK OF BILL PRINTED ON REVERSE SIDE

