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October 24, 2019

Ms. Patricia Van Gerpen, Executive Director  
South Dakota Public Utilities Commission  
State Capitol Building  
500 East Capitol Avenue  
Pierre, SD 57501-5070

**RE: In the Matter of Otter Tail Power Company's Tariff Revisions to Section 1.05, Sheet No. 21 and Sheet No. 22, Ready Check Brochure**

Dear Ms. Van Gerpen:

Otter Tail Power Company (Otter Tail) submits this filing for approval of minor updates to Otter Tail's Sample Forms of our Tariff Book, Section 1.05, Sheet No. 21 and Sheet No. 22, Ready Check Brochure. This update clarifies how Otter Tail will align bill payment withdrawals to the Customer's bill schedule, as a result of our recently implemented Customer Information System.

If you have any questions, please contact me at (218) 739-8049 or [mgunderson@otpc.com](mailto:mgunderson@otpc.com).

Sincerely,

*/s/ MICHELLE GUNDERSON*  
Michelle Gunderson  
Tariff Administration  
Regulatory Affairs & Compliance

rah  
Enclosures  
By electronic service