



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
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Fergus Falls, Minnesota

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


(Continued)

STANDARD ELECTRIC SERVICE STATEMENT

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



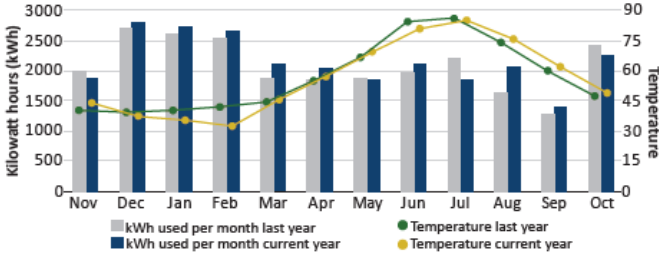
YOUR ACCOUNT SUMMARY	
Service location	FIRST AND LAST NAME 123 ANYWHERE ST ANYWHERE, ST 12345
Account number	12345678
Due date	Monday, November 14, 2022
Billing date	Monday, October 17, 2022
Previous balance	\$150.00
Payments	(\$150.00)
Other billing activity	\$2.86
Current EMP amount	\$150.00
Total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

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

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
	<div style="display: flex; justify-content: space-around; margin-bottom: 10px;"> <div style="border: 1px solid #0056b3; border-radius: 50%; padding: 10px; background-color: #e6f2ff;"> This month 2,250 kWh </div> <div style="border: 1px solid #0056b3; border-radius: 50%; padding: 10px; background-color: #e6f2ff;"> Days in billing cycle 30 </div> </div> <div style="display: flex; justify-content: space-around;"> <div style="border: 1px solid #0056b3; border-radius: 50%; padding: 10px; background-color: #e6f2ff;"> Avg kWh per day 75 </div> <div style="border: 1px solid #0056b3; border-radius: 50%; padding: 10px; background-color: #e6f2ff;"> Avg daily cost \$7.40 </div> </div>

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 56537-0498



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Fergus Falls, Minnesota

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

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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	\$150.00	750 kWh @ .01024 Winter	\$7.68
TOTAL AMOUNT DUE	\$152.86	750 kWh @ .01222 Summer	\$9.17
		Customer Charge prorated	\$9.86
		Facilities Charge prorated	\$9.37
		Fuel and Purchased Power	
		750 kWh @ .03154	\$23.66
		750 kWh @ .02864	\$21.48
		Energy Efficiency Adjustment	\$2.93
		Transmission Cost Recovery	\$12.78
		Phase-In Recovery Rider	\$6.52
		Sales Tax	\$4.66
		Total Meter Charges	\$108.11
HOW WE CALCULATED YOUR BILL		3. Other Charges and Credits	
1. Residential Service - S101		Billing Period:	
Meter 12345678		09/17/2022 - 10/17/2022	
10/15/22 Reading estimated	56789	Outdoor Lighting 16 kWh	\$7.86
09/15/22 Reading	56039	Energy Adjustment	
375 kWh @ .06252 Winter	\$23.45	8 kWh @ .02516	\$0.20
375 kWh @ .07594 Summer	\$28.48	8 kWh @ .02284	\$0.18
Customer Charge prorated	\$9.86	Energy Efficiency Adjustment	\$0.03
Energy Adjustment		Transmission Cost Recovery	\$0.14
375 kWh @ .03189	\$11.96	Phase-In Recovery Rider	\$0.80
375 kWh @ .02895	\$10.86	Sales Tax	\$0.41
Energy Efficiency Adjustment	\$1.46	Total Other Charges and Credits	\$9.62
Transmission Cost Recovery	\$6.39	CURRENT BILLING AMOUNT	\$222.09
Phase-In Recovery Rider	\$7.41		
Sales Tax	\$4.49		
Total Meter Charges	\$104.36		

1. Residential Service - S101
 Meter 12345678
 Billing Period:
 09/15/22 - 10/15/22

Customers with a new advanced meter will receive bills displaying the billing period.

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

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


(Continued)

COMMERCIAL ELECTRIC SERVICE STATEMENT

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



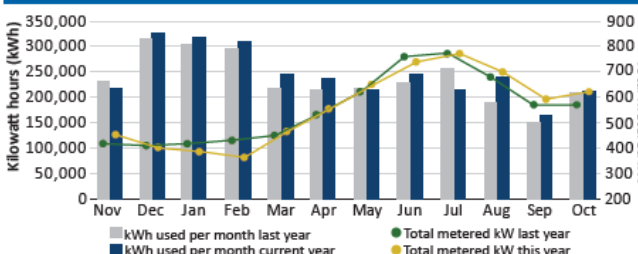
PAY ONLINE
Scan the QR code or visit otpco.com.




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
	<div style="display: flex; justify-content: space-around;"> <div style="border: 1px solid blue; border-radius: 50%; padding: 10px; background-color: #e6f2ff;"> <p style="font-size: x-small;">This month 229,700 kWh</p> </div> <div style="border: 1px solid blue; border-radius: 50%; padding: 10px; background-color: #e6f2ff;"> <p style="font-size: x-small;">Days in billing cycle 30</p> </div> </div> <div style="display: flex; justify-content: space-around; margin-top: 10px;"> <div style="border: 1px solid green; border-radius: 50%; padding: 10px; background-color: #e6f2ff;"> <p style="font-size: x-small;">Total metered kW 627.3</p> </div> <div style="border: 1px solid green; border-radius: 50%; padding: 10px; background-color: #e6f2ff;"> <p style="font-size: x-small;">Avg daily cost \$688.65</p> </div> </div>

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

Total amount due	
November 14, 2022	\$20,659.57
Amount enclosed	
\$	

12345678-1 \$20,659.57

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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	
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


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NOTICE OF PROPOSED DISCONNECTION

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



 **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.

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

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.

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.


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



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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



(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: _____

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