



Fergus Falls, Minnesota

Section 1.02 APPLICATION FOR SERVICE

Anyone desiring electric service from the Company must make application to the Company before commencing the use of the Company’s service. The Company reserves the right to require an Electric Service Agreement before the service will be furnished. Receipt of electric service shall constitute the receiver a Customer of the Company subject to its rates, rules and regulations, whether service is based upon the Tariff, an Electric Service Agreement, or otherwise. All applications and contracts for service shall be made in the legal name of the party desiring service. The Customer will be responsible for payment of all services furnished. A Customer shall give the Company not less than two business days prior notice to connect service.

The customer making application for service is required to provide the Company a valid mailing address for purposes of billing. Customer shall provide email address, phone number, or text for limited and legally allowed customer notifications including outage information or service disconnect, for example, but Customer may opt out of receiving notifications at any time.

The Customer may take service pursuant to any Commission-approved rate(s) for which the Customer qualifies. The Customer making application for service is required to be of legal age (18), unless evidence is provided that the person is an emancipated minor. The Customer is required to take service under the selected rate(s) for a minimum of one year, unless the Customer desires to change its service to any rate offering that is newly approved within the one-year period and for which the Customer qualifies, or it is determined that the Customer does not qualify for service under the current selected rate(s). The Customer Charge and fixed charges from the applicable rate schedule shall apply as long as the Customer is taking service from the Company. If the Customer initiates a request to change service to a different rate, the Customer shall not be permitted to change back to the originally applicable rate for a period of one year, unless it is determined that the Customer does not qualify for service under the current rate(s). The Customer shall provide the Company at least 45 days prior notice in the event of any requested change.



Fergus Falls, Minnesota

Section 1.03 DEPOSITS, GUARANTEES AND CREDIT POLICY

The Company may require a deposit to ensure payment of bills when due if the Customer has not established satisfactory credit as defined by the South Dakota Administrative Rules 20:10:19:04. A deposit may be required, on not less than fifteen (15) days prior notice to the Customer, if the Customer has unsatisfactory credit or unknown credit. In determining credit standing, the Company shall only use credit reports reflecting the purchase of utility services unless the Customer is unable to establish satisfactory credit with that information, and consents in writing to the use of additional credit reports. Any credit history used is mailed to the Customer. The Customer’s refusal to permit use of credit rating or credit services other than that of a utility will not affect the determination of the Company as to the Customer’s credit history. A deposit is not to exceed the estimated charge for furnishing service to the Customer of one-sixth of an annual bill. If a Customer's credit standing becomes unsatisfactory after a deposit has been refunded or if the deposit is inadequate to cover one-sixth of the estimated annual bill, a new or additional deposit may be required upon reasonable written notice by the Company.

Pursuant to South Dakota Administrative Rules 20:10:19:08, the Company will pay interest on deposits, each year, at the rate of seven percent. Accrued interest will either be paid to the Customer on an annual basis, or credited to the Customer by a deduction made on the Customer’s December electric service bill, or paid when a deposit is refunded on either termination of service or following 12 consecutive months without having service disconnected for nonpayment and without receiving three or more disconnection notices.

Deposits held by the Company, when the Customer ends service or service is terminated, plus any accrued interest, will be refunded by the Company to the Customer, less the amount of any unpaid bills on the Account.

Whenever service has been disconnected for nonpayment of a bill, before reconnection is made, the Company has the right to require the Customer to a) pay the reconnection fee stated in Section 1.04 of these General Rules and Regulations; b) make a deposit as required above; and c) make a satisfactory settlement with the Company for the delinquent bill and for service rendered between the last Meter ~~R~~Reading date and the date service was disconnected.

The Company may, in lieu of a cash deposit, accept an agreement signed by a guarantor, satisfactory to the Company, whereby payment of a specified amount not exceeding the deposit requirement is guaranteed. The term of the guarantee agreement shall be for no longer than twelve (12) months, and shall automatically terminate after the Customer has closed and paid the Customer’s Account with the Company, or when the Customer establishes satisfactory credit that would result in the return of a deposit, or at the guarantor's request upon 60 days written notice to the Company. However, no guarantee agreement shall be terminated without the



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

~~Seventh~~^{Sixth} Revised Sheet No. 11 Cancelling ~~Sixth~~^{Fifth} Revised Sheet No. 11

(Continued)


ELECTRIC SERVICE STATEMENT

14

Check for mailing address change (see reverse side)

Stock purch via Ready Check: \$30.00

Energy Share Donation \$ _____



21824481 2 000021000 16

OTTER TAIL POWER COMPANY
PO BOX 2002
FERGUS FALLS MN 56538-2002

MARY CUSTOMER
1234 ELM ST W
ANYTOWN, SD 57252


14

Due Date: **Sep 13, 2019** This is a Ready Check account. The amount paid by your bank this month was \$240.00 including stock purchase.

Amount Due: **\$210.00**

Your payment is recorded upon receipt. Please allow sufficient mailing time. COPY-DO NOT PAY 21824481-2 \$210.00 EMP

Status of Your Account



Account Number: **21824481**

MARY CUSTOMER
1234 ELM ST W
ANYTOWN, SD 57252

Billing Date: Aug 16, 2019

If payment is not credited to your account by Sept 18, 2019, a late payment charge of 1.5% (18% per year) plus \$2.00 will be charged.

Previous Payment: 02/11/19 240.00

Current EMP: 210.00

Amount Due: \$210.00

Even Monthly Payment Status

Current EMP payment due: 210.00
Credit balance interest: 0.01 CR
Your month 12 EMP Balance after payment: 674.56 Credit

We're here to answer any questions, concerns, or complaints you might have about your bill.
Call us at 800-257-4044 or 218-739-8877.

Write our office at:
PO BOX 2002
FERGUS FALLS MN 56538-2002

www.otpc.com

Account Detail (21824481)				02.Small Dual Fuel Sum				03.Other Charges/Credits							
01.Residential Serv Sum				01.Residential Serv Sum				01.Residential Serv Sum							
P	08/14/19	Reading	11824	P	08/14/19	Reading	10349								
	07/16/19	Reading	11362		07/16/19	Reading	9181			Energy Efficiency Adj	2.53			Transmission Cost	3.65
		Kilowatt Hours Used	462			Kilowatt Hours Used	1168			Recovery	0.00			Phase-In Recovery Rider	7.20
		Customer Charge (10.00 x 12/365) x 29	9.53			Customer Charge (10.00 x 12/365) x 29	9.53			Sales Tax	7.20				
		462 kWh at .02352	28.88			29 Facilities Charge (9.50 x 12/365) x 29	9.06								
		Energy Adjustment	5.61			1168 kWh at .01024	11.96								
		239 kWh at .02348	5.54			Energy Adjustment	14.19								
		223 kWh at .02457	5.48			604 kWh at .02348	14.19								
						564 kWh at .02457	13.85								
Total:(01)			49.50	Total:(02)			58.59	Total:(03)			13.58				
		Customer Charge and Fixed Facilities Charge are prorated based on Fixed Monthly Charge x 12/365 x days in billing period. For more information refer to www.otpc.com.				*P Indicates Prorated Billing				Current Billing:	121.67				

More account information on back.

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

Account Detail (21824481)
01.Residential Serv Sum
Billing Period:
07/16/19 - 08/14/19

SOUTH DAKOTA PUBLIC UTILITIES COMMISSION
Date Filed: ~~September 8, 2023~~^{June 21, 2019}
Approved by order dated: ~~July 9, 2019~~
Docket No. EL~~23-18-021~~

Bruce G. Gerhardson
Vice President, Regulatory Affairs

EFFECTIVE with bills rendered on and after ~~January 1, 2024~~^{August 1, 2019}, in South Dakota



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

Seventh~~Sixth~~ Revised Sheet No. 11 Cancelling Sixth~~Fifth~~ Revised Sheet No. 11

(Continued)

14

Check for mailing address change (see reverse side)

Stock purch via Ready Check: \$30.00

Energy Share Donation \$



21824481 2 000021000 16

OTTER TAIL POWER COMPANY
PO BOX 2002
FERGUS FALLS MN 56538-2002

MARY CUSTOMER
1234 ELM ST W
ANYTOWN, SD 57252

14

Due Date: Sep 13, 2019
Amount Due: \$210.00

This is a Ready Check account. The amount paid by your bank this month was \$240.00 including stock purchase.

Your payment is recorded upon receipt. Please allow sufficient mailing time. COPY-DO NOT PAY 21824481-2 \$210.00 EMP

Status of Your Account



Account Number: 21824481

MARY CUSTOMER
1234 ELM ST W
ANYTOWN, SD 57252

Previous Payment: 02/11/19 240.00

We're here to answer any questions, concerns, or complaints you might have about your bill. Call us at 800-257-4044 or 218-739-8877.

Billing Date: Aug 16, 2019

Amount Due: \$210.00

Write our office at: PO BOX 2002 FERGUS FALLS MN 56538-2002

If payment is not credited to your account by Sept 18, 2019, a late payment charge of 1.5% (18% per year) plus \$2.00 will be charged.

Even Monthly Payment Status

www.otpco.com

Current EMP payment due: 210.00
Credit balance interest: 0.01 CR
Your month 12 EMP Balance after payment: 874.56 Credit

Account Detail (21824481)

01. Residential Serv Sum

Table with 3 columns: Description, Reading, Amount. Includes Residential Serv Sum, Kilowatt Hours Used, Customer Charge, Energy Adjustment.

02. Small Dual Fuel Sum

Table with 3 columns: Description, Reading, Amount. Includes Small Dual Fuel Sum, Kilowatt Hours Used, Customer Charge, Facilities Charge, Energy Adjustment.

03. Other Charges/Credits

Table with 3 columns: Description, Amount. Includes Energy Efficiency Adj, Transmission Cost, Recovery, Sales Tax.

Total: (01) 49.50
Customer Charge and Fixed Facilities Charge are prorated based on Fixed Monthly Charge x 12/365 x days in billing period. For more information refer to www.otpco.com.

Total: (02) 58.50
*P Indicates Prorated Billing

Total: (03) 13.58
Current Billing: 121.67

More account information on back.

SOUTH DAKOTA PUBLIC UTILITIES COMMISSION
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Bruce G. Gerhardson
Vice President, Regulatory Affairs

EFFECTIVE with bills rendered on and after January 1, 2024 August 1, 2019, in South Dakota



Fergus Falls, Minnesota

(Continued)

EVEN MONTHLY PAYMENT BROCHURE

Enroll today at
otpc.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

SOUTH DAKOTA PUBLIC
UTILITIES COMMISSION
Filed on: ~~September 8, 2023~~
~~December 26, 2018~~
Approved by order dated: ~~Dec. 28, 2018~~
Docket No. EL~~23-18-034~~

Bruce G. Gerhardson
Vice President, Regulatory
Affairs

EFFECTIVE with bills
rendered on and after
~~January 1, 2024~~
~~February 1, 2019~~,
in South Dakota



Fergus Falls, Minnesota

(Continued)



For more information about
EMP, Ready Check, or ePay,
visit us at www.otpc.com
or call 800-257-4044.



Ready Check automatic payment.

Authorize your bank to pay your electric service statement automatically from your checking account. You'll have no checks to write, no envelopes to stamp and mail, and no late or missed payments. And you pick the payment date that best fits your budget.

ePay—online billing and payment. If you prefer to pay your bills electronically, enroll in ePay. Review your statements online, set up automatic payments, or schedule payments each month through our web site using this bill management program.



PO Box 496
Fergus Falls, MN 56528-0496
www.otpc.com

6/18

SOUTH DAKOTA PUBLIC
UTILITIES COMMISSION
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Bruce G. Gerhardson
Vice President, Regulatory
Affairs

EFFECTIVE with bills
rendered on and after
~~January 1, 2024~~
~~February 1, 2019~~,
in South Dakota



Fergus Falls, Minnesota

(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

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.



Fergus Falls, Minnesota

(Continued)



Even Monthly Payment

Even billing regardless of the season

Our Even Monthly Payment plan makes it easier for you to budget by averaging your electric bills for the past 12 months to project your monthly payments for the next year. So, whether it's the biting cold of January or the searing heat of August, you'll pay the same amount each month.

- EMP doesn't change the amount of electricity you use or the rate you pay.
- It helps you manage your personal budget by setting in advance how much your electricity will cost each month.
- If you accrue a credit balance, Otter Tail Power Company pays interest monthly on your average daily credit balance.
- We'll review your account twice a year and adjust your EMP amount if your electric use changes significantly during the year.

EMP is free and if it doesn't work for you, you can return to conventional billing at any time.



Sign up for EMP

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

Name _____

Address _____

City _____

State _____ ZIP _____

Account number _____

Home phone _____

Day phone _____

Email _____

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.

Signature _____

Please indicate if you would like to know more about other payment options.

Send me information about Ready Check.

Send me information about ePay.

You'll also find more information online at www.otpc.com or by calling 800-257-4044.

Please print your name, address, and account number as it appears on your electric service statement.)



Fergus Falls, Minnesota

(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

SOUTH DAKOTA PUBLIC UTILITIES COMMISSION

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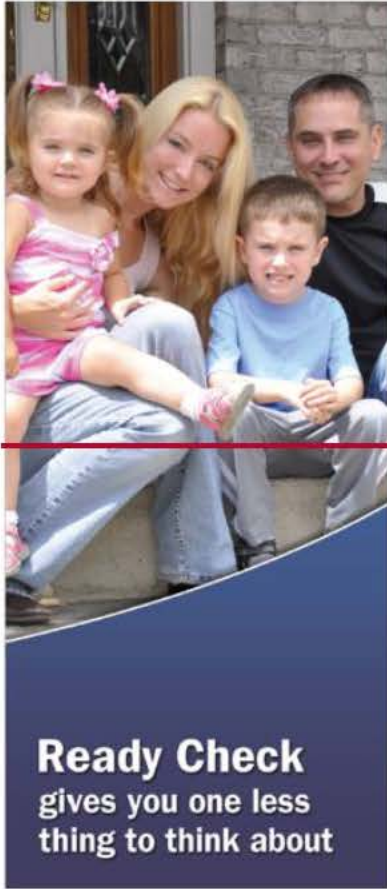
Bruce G. Gerhardson
Vice President, Regulatory Affairs

EFFECTIVE with bills rendered on and after ~~January 1, 2024~~ ~~January 1, 2020~~, in South Dakota



Fergus Falls, Minnesota

(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
- Save on postage

Pick your preferred payment dates

With Ready Check, you can choose the range of payment dates that best fits your budget. We'll process your payment on a date that best aligns with your due date from a date range you select. Your bank will deduct the amount of your bill from your checking account.



Receive bills by post or online

Receive your monthly electric service statement in the mail or electronically. Either way, you'll have a record of the amount your bank deducts from your account.

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

Note: Allow two weeks for set-up. When Ready Check takes effect, usually with the next billing cycle, it will be noted on your bill.



Enrolling in Ready Check is easy

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

Ready Check Enrollment

OTTER TAIL POWER COMPANY ACCOUNT NUMBER

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.)

For standard payments will be aligned to my due date.

Pay on my due date.

I have no preference on payment date.

CONTACT PHONE

SIGNATURE AS SHOWN IN BANK RECORDS

Even Monthly Payment enrollment

Yes, enroll me in Even Monthly Payment too so my bill will be the same amount each month.

If you have questions call 800-257-4044 or 218-739-8877, or visit otpc.com



Fergus Falls, Minnesota

(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



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.



Fergus Falls, Minnesota

(Continued)

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

Our Even Monthly Payment (EMP) plan makes budgeting easier. With EMP we average your monthly billing amounts for the past 12 months to determine the amount you'll pay each month for the next year.

EMP doesn't change the amount of electricity you use or the rate you pay. It simply spreads your payments evenly over a 12-month period. We'll review your account twice a year to ensure that your electricity use is in line with what you're paying.

As with Ready Check, you can cancel your enrollment in EMP at any time.



Rather pay online?

If you prefer to pay your bills online, enroll in ePay, our free electronic payment service. Review your monthly statements online, set up automatic payments, or schedule payments each month. This service allows you to pay through our web site or with your smartphone.



Need one less thing to think about?

For more information about **Ready Check, Even Monthly Payment, or ePay** call 800-257-4044 or 218-720-8877, or visit otpc.com



Automatically pay your electric bill with Ready Check



9/19



Fergus Falls, Minnesota

METER INSTALLATION REQUIREMENTS:

Customer-furnished Self-Contained Meter sockets: Service entrance sizes up to and including 400 amps Single-phase and Three-phase will be metered by the use of Self-Contained Meters. Meter sockets for Self-Contained Metering shall be furnished, installed, and wired by the Customer or the Customer’s electrical contractor. The Company will install and wire a load management receiver, if applicable, and the Customer or the Customer’s contractor will make the remaining connections in the Meter socket. The Company will make the connections to the Customer’s conductors at the top of the mast for overhead service, and at the Company source for underground service.

Company-furnished CT Metering: If the service entrance requirements exceed 400 amp Single-phase or Three-phase, the Company will furnish the pre-wired metering, including current transformers, and other equipment necessary to Meter the service. The Customer’s contractor will install the equipment. These Meter sockets will be mounted next to the Customer-provided CT cabinet on a building, pole, or pedestal. However, in all cases, permission to use and the determination of transformer rated metering location must be approved by the Company.

Customer-furnished CT cabinets: Cabinets used outside any building wall for current transformers (CTs) or required as a junction point between the Company’s service lateral and the Customer’s service entrance conductor shall be furnished by the Customer or the Customer’s electrical contractor. Unless otherwise provided in the Customer’s service agreement with the Company, the cabinets will serve as the point of common connection between Company-owned facilities and the Customer. Conduit and any additional material required for attachment shall be furnished by the Customer. The Company will make the service connections at the Company side of the CTs and install the wiring between the CTs and the Meter. The Customer or contractor will install all remaining equipment, including CTs furnished by the Company.

METER SOCKET REQUIREMENTS:

All Meter sockets must be approved and properly labeled by a nationally-recognized testing lab such as Underwriters Laboratories (UL).



Fergus Falls, Minnesota

Profiles and Rating: The Customer must furnish a Meter socket equipped with lever-style bypass rated at 200 amps or larger for underground-self-contained services. In order to allow for proper conductor bending, crossover clearance, and additional slack in the incoming service wires within the socket, the dimensions for the socket must be a minimum of 11 inches wide for Single-phase service and 13 inches wide for Three-phase service. For services where conductors will be installed below ground, conduit of adequate size must be attached to the Meter socket and extend a minimum of 12 inches below grade level. Due to limited space for conductors, round Meter sockets will no longer be permitted on new installations or as replacements on existing installations. The Company reserves the right to require that a round socket be replaced at Customer’s expense before any work shall be done by the Company.

CURRENT TRANSFORMER CABINET REQUIREMENTS:

The Customer or the Customer’s electrical contractor will size and furnish the cabinet to be used as a point of common connection between the Company’s service and the Customer’s service point. The cabinet will be mounted outdoors in a location readily accessible to Company personnel. The Customer will provide any materials required for installation. The Contractor shall contact Company personnel to discuss details prior to ordering a current transformer cabinet.

Minimum specifications:

- Cabinet must be UL (or other nationally-recognized testing lab) approved and meet all applicable codes and ratings for its intended use
- Cabinet must be complete with landing pads for cable terminations and for mounting of bar-type current transformers
- Cabinet must be equipped with a hinged door, and with provisions for locking and sealing with Meter seals
- Minimum depth of the cabinet must be 10 inches

The overall dimensions will vary with the required ampacity rating as stipulated in the National Electric Code.



Fergus Falls, Minnesota

Section 4.02 METER READINGS

Unless authorized by statute, rule, or other appropriate authority, unless a Customer location is considered self-read, the Company will 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.

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.



Fergus Falls, Minnesota

Section 4.03 ESTIMATED BILLING

Pursuant to South Dakota Administrative Rules 20:10:17:11, when access to a Meter cannot be gained and the Customer fails to supply a Meter ~~Reading~~ form in time for the billing operation, or Meter data is unavailable, an estimated bill may be rendered by the Company. When necessary, the Company may render estimated bills without reading Meters or supplying Meter ~~Reading~~ forms to Customers.

Estimated bills are based on the Customer’s normal consumption for a corresponding period during the preceding year, or average consumption during the three preceding months, or any other method authorized by the South Dakota Public Utilities Commission. As provided in Section 4.02 of these General Rules and Regulations, ~~Only~~ in unusual cases (such as inability to gain access to the Meter, failure of Customer to supply Meter ~~Readings~~, or bad weather), ~~or~~ when approval is obtained from the Customer shall more than three consecutive estimated bills be rendered.

If an estimated bill appears to be abnormal when a subsequent reading or energy consumption is obtained, the bill for the entire period is computed at a rate which contemplates the use of service during the entire period and the estimated bill is deducted. If there is reasonable evidence that the use occurred during only one billing period, the bill shall be so computed.

~~For~~~~If the Advanced Metering Infrastructure is unavailable~~ ~~and~~ Meters are located where the Company has no resident service representative, or the resident service representative is unavailable, the Customer will have the option to choose to have final readings or energy consumption based on an estimate at the time the Customer requests that service be discontinued or an actual reading taken on the next available business day that the service representative can take a final Meter ~~Reading~~. Estimates will be made on the basis of previous average usage. All estimated readings or energy consumption are clearly marked as such.



Fergus Falls, Minnesota

Section 4.07 MONTHLY BILLING PERIOD AND PRORATED BILLS

The Company will attempt to read Meters as nearly as practicable to every 30 days. A period of 365 days divided by 12 months [30.41667] shall be considered a normal monthly billing period. Bills based on actual billing periods, which will be determined by the interval between two consecutive ~~M~~meter ~~R~~reading dates for metered services or between billing dates for the non-metered services, will be prorated on a daily basis for a period of lesser than or greater than a normal billing period. The proration shall apply to the Customer Charge, Energy Charge, Demand Charge, Facilities Charge, and any other monthly charges or credits for the applicable rate.

Services will be prorated to the month in which they were consumed based on a computed daily average. The following definitions apply:

- For fixed charges, the “computed daily average” used to prorate “services” is the daily fixed charge, or ratio of the annual amount of the fixed charge by the number of days in a year (365).
- For consumption-based charges, the “computed daily average” used to prorate “services” is the daily average energy/demand usage, or ratio of the energy/demand usage during the billing period by the number of days in the same billing period.



Fergus Falls, Minnesota

GLOSSARY AND SYMBOLS

Section 8.01 GLOSSARY

Glossary of terms used in Tariffs and riders

Account – The Customer-specific identifier for tracking the service the Company provides through a Meter(s) at a specific Customer service location. One Customer may have several Accounts within the Company’s service territory.

Advanced Metering Infrastructure – Communication infrastructure that supports the remote collection of Customer’s electrical energy consumption.

Billing Demand – A charge applied to an Energy Customer for Capacity reserved or made available explicitly for that Customer. Customer’s Demand as used by Company for billing purposes. Billing Demand is calculated and specified in applicable Tariffs.

Capacity – The maximum amount of power, normally expressed in Kilowatts (kW) or Megawatts (MW), that a given system or subsystem can carry or produce at a particular moment.

Commercial – A business consumer of Energy.

Commission – The state agency that oversees the rates, and terms and conditions of investor-owned utilities. (See South Dakota Public Utilities Commission.)

Company – Otter Tail Power Company, a Minnesota corporation, or the Utility, a regulated power company providing electricity to Customers in Minnesota, North Dakota and South Dakota.

Control Criteria – The terms and guidelines governing the supply of electricity to non-firm electric loads.

CT Metering – A watt-hour Meter that is used with current transformers. The current transformer reduces the primary current to a secondary current applied to the Meter in a known proportion. Used when the current exceeds 400 amperes.

Customer – Any party that is involved in the purchase or sale of retail electrical Energy with the Company.

SOUTH DAKOTA PUBLIC UTILITIES COMMISSION

Date Filed: ~~September 8, 2023~~~~June 21, 2019~~

Approved by order dated: ~~July 9, 2019~~

Docket No. EL~~23-18-024~~

Bruce G. Gerhardson
Vice President, Regulatory
Affairs

EFFECTIVE with bills rendered on and after ~~January 1, 2024~~~~August 1, 2019~~, in South Dakota



Fergus Falls, Minnesota

(Continued)

Customer Charge – Part of the monthly basic Distribution charge to partially cover costs for billing, Meter ~~R~~Reading, equipment, service line maintenance and equipment. This charge is the same no matter how much electricity is used.

Demand – The rate at which electric Energy is delivered to or by a system, part of a system, or piece of equipment and is expressed in Kilowatts (kW) or Megawatts (MW).

Demand Interval – The specified interval of time on which a Demand measurement is based.

Distribution – The local wires, transformers, substations and other equipment used to deliver electricity to end-use consumers.

Distribution Facilities – Company facilities as defined in Section 5.03 of these General Rules and Regulations.

Energy – The Customer’s electric consumption requirement measured in Kilowatt-Hours (kWh).

Energy Charge – The amount on Customer billings reflecting the actual Energy used over the billing period.

Excess Expenditure – Certain costs incurred by Company in the construction of Special Facilities, as defined in Section 5.03 of these General Rules and Regulations.

Facilities Charge – An amount to be paid by the Customer on the basis of the Customer’s design or metered Demand.

Farm – A Customer classification where ordinary farming operations of a Commercial scale are conducted from which Customer derives income.

Generator – A general name given to a machine for transforming mechanical Energy into electrical Energy.

Governmental Unit – A city, town, county, or other local unit of government with jurisdiction over the use of the public rights of way or other public areas.

Kilovolt (kV) – A unit of pressure equal to one thousand volts.

Kilowatt (kW) – A unit of electrical power equal to one thousand watts. Electric power is usually expressed in Kilowatts. A watt = volts times amps times power factor. One watt = 1/746 Horsepower and a Kilowatt = 1,000 watts or 1.34 Horsepower.



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Kilowatt-Hour (kWh) – A Kilowatt-Hour is the standard unit of measure for electricity for which most Customers are charged in cents per kWh. One kWh is equal to 1,000 watt-hours. The total number of kWh charged to your bill is determined by your ~~electricity use~~ energy consumption. For example, if you used a 100-watt light bulb for 10 hours, one kWh (100-watts x 10 hours = 1,000 watt-hours) would be billed.

Megawatt (MW) – A unit of electrical power equal to one million watts.

Meter – An electric indicating instrument used to measure kWhs, kW and/or kVARh.

Meter Multiplier – A meter multiplier is needed for billing Energy and Demand when the actual amount of Energy and Demand used is too large to be registered. Therefore the Meter displays only a fraction of the actual Energy and Demand used. A Multiplier is then applied to the difference between the present and previous reads to determine the Customer's actual Energy and Demand use. Residential service applications typically have a Multiplier of 1. Some Commercial type applications may have a Multiplier greater than one in order to properly measure the Customer's actual Energy and Demand use.

Meter Reading – The period, expected to be 30 days, between requested Meter reads utilized by the billing system to render a Customer's energy consumption.

Midwest Independent System Operator (MISO) – An independent third-party operating in the Midwest states and formed to operate the transmission system in a way that provides fair access for all electricity suppliers. The ISO maintains instantaneous balance of the Grid system by controlling the dispatch of flexible plants to ensure that loads match resources available to the system. It is regulated by the Federal Energy Regulatory Commission (FERC).

Reactive Demand – A term used in the calculation of power factor defined as the relationship between the total power (kVa) and the real power (kW) for loads such as motors that require magnetizing current to operate.

Reliability – The providing of adequate and dependable generation, Transmission and Distribution service. Electric system Reliability has two components – adequacy and security. Adequacy is the ability of the electric system to supply the aggregate electrical Demand and Energy requirements of Customers at all times, taking into account scheduled and unscheduled outages



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of system facilities. Security is the ability of the electric system to withstand sudden disturbances such as electric short circuits or unanticipated loss of system facilities.

Residential – An Energy consumer consisting of a single private household, but not necessarily a single-family dwelling.

Seasonal Customer – A Customer who receives utility service periodically each year, intermittently during the year, or at other irregular intervals.

Self-Contained Metering – A watt-hour Meter that has sufficient current-carrying Capacity to meet the specific Demand for which it is designed without the need for a current transformer. Used to measure current up to 400 amperes.

Single-phase – An alternating current circuit in which only one phase of current is available in a two-conductor or three-conductor system.

South Dakota Public Utilities Commission (SD PUC) – The regulating entity operated by the State of South Dakota that oversees the operations of investor-owned electric utilities such as Otter Tail Power Company.

Space Conditioning Loads – Electrical processes used to condition air or water, such as heating, cooling, dehumidifying, or humidifying.

Special Facilities - Company provided facilities as defined in Section 5.03 of these General Rules and Regulations.

Standard Facilities – Company provided facilities as defined in Section 5.03 of these General Rules and Regulations.

Summer Season or Summer – The period of time beginning June 1 and ending September 30.

System Marginal Energy Price – The Company’s hourly system Incremental Energy cost plus applicable losses, transmission, and a profit margin.

Tariff (Tariff Schedules) – A document filed with the regulatory authority(s) specifying lawful rates, charges, rules and conditions under which the Company provides service to the public.

Three-phase – A term applied to circuits carrying three voltages 120 degrees apart in phase.



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Total Coincident Demand – The sum of two or more Demands that occur in the same Demand Interval as determined by the Company.

Transmission Facilities – Company-provided facilities as defined in Section 5.02 of these General Rules and Regulations.

Transmission Service – The reservation and transmission of Capacity and Energy on either a firm or non-firm basis, and as defined in Section 5.02 of these General Rules and Regulations.

Winter Season or Winter – The period of time beginning October 1 and ending May 31.