

Third Revised Sheet No. 1 Cancelling Second Revised Sheet No. 1

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 validNmailing address for purposes of billing. Customer shall provide email address, phone number, orNtext for limited and legally allowed customer notifications including outage information orNservice disconnect, for example, but Customer may opt out of receiving notifications at any time.N

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.

Bruce G. Gerhardson Vice President, Regulatory Affairs



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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 of onesixth 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 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

Bruce G. Gerhardson Vice President, Regulatory Affairs Т

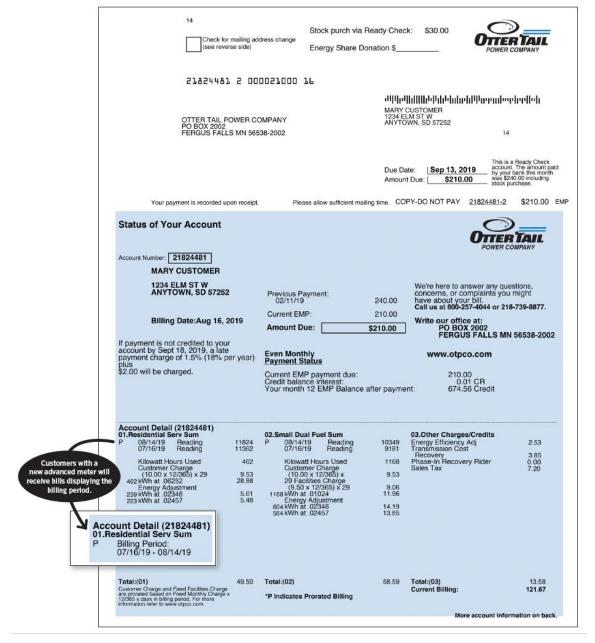


South Dakota P.U.C. Volume II General Rules and Regulations – Section 1.05 ELECTRIC RATE SCHEDULE Contracts, Agreements and Sample Forms

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

(Continued)

ELECTRIC SERVICE STATEMENT



SOUTH DAKOTA PUBLIC UTILITIES COMMISSION Date Filed: September 8, 2023 Approved by order dated: December 7, 2023 Docket No. EL23-027

Bruce G. Gerhardson Vice President, Regulatory Affairs EFFECTIVE with bills rendered on and after January 1, 2024, in South Dakota С

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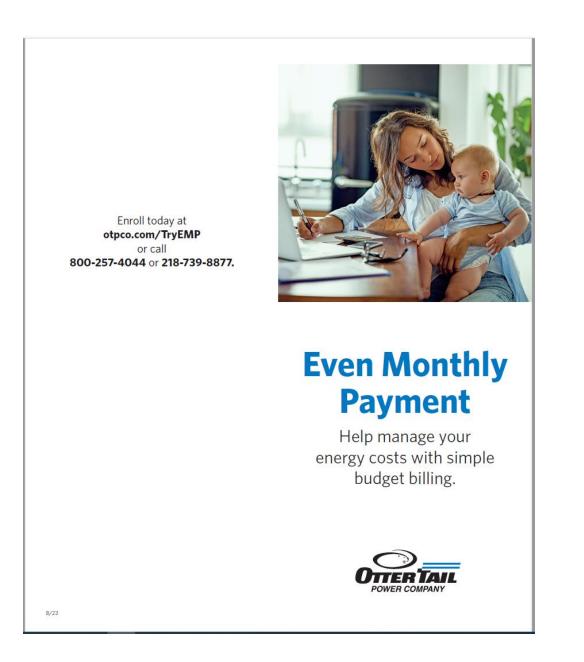


South Dakota P.U.C. Volume II General Rules and Regulations – Section 1.05 ELECTRIC RATE SCHEDULE Contracts, Agreements and Sample Forms

Fourth Revised Sheet No. 19 Cancelling Third Revised Sheet No. 19

(Continued)

EVEN MONTHLY PAYMENT BROCHURE



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Fourth Revised Sheet No. 20 Cancelling Third Revised Sheet No. 20

(Continued)

	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
Make budgeting easier!	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.
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	Otter Tail Power Company account number
of January or the searing heat of August, you'll pay the same amount each month.	Name
We'll review your account twice a year and adjust your EMP amount if your electric use	Contact phone Email
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	Signature
conventional billing at any time.	Date
	Combine EMP with Ready Check for added convenience and security.

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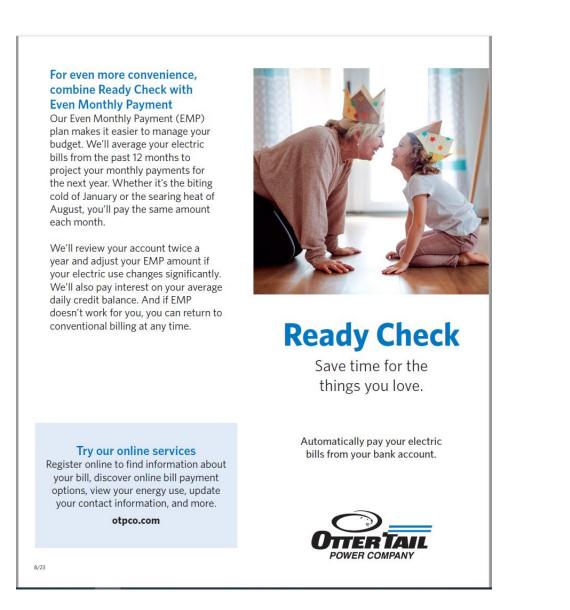


South Dakota P.U.C. Volume II General Rules and Regulations – Section 1.05 ELECTRIC RATE SCHEDULE Contracts, Agreements and Sample Forms

Sixth Revised Sheet No. 21 Cancelling Fifth Revised Sheet No. 21

(Continued)

READY CHECK BROCHURE



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Fergus Falls, Minnesota

Sixth Revised Sheet No. 22 Cancelling Fifth Revised Sheet No. 22

(Continued)

<text></text>	Sign up for Ready Check Image: Sign up for Ready Sign up for Bold Image: Sign up for Ready Sign up for Bold Image: Sign up for Ready Sign up for Bold Image: Sign up for Si
By enrolling in Ready Check, you'll:	Name
 Avoid late or missed payments. 	Contact phone
 Write fewer checks. 	
 Pick your preferred payment dates. 	Email
 Continue to receive bills by mail or online. 	Signature as shown in bank records:
If Ready Check doesn't work for you, cancel the program at any time by	Date
contacting us.	Even Monthly Payment enrollment
Note: Please allow adequate processing time for set up. We'll note on your bill when Ready Check takes effect.	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 otpco.com/ReadyCheck.

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Third Revised Sheet No. 2 Cancelling Second Revised Sheet No. 2

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).

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Third Revised Sheet No. 3 Cancelling Second Revised Sheet No. 3

Profiles and Rating: The Customer must furnish a Meter socket equipped with lever-LT style bypass rated at 200 amps or larger for 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.



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Section 4.02 METER READINGS

Unless authorized by statute, rule, or other appropriate authority, unless a Customer T location is considered self-read, the Company will read all Meters used for determining T charges to Customers each month. The term "month" for Meter Reading and billing purposes T is the period between successive Meter Reading dates, which shall be nearly as practicable to T 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. T 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 T 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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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), 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 **T** consumption is obtained, the bill for the entire period is computed at a rate which contemplates **T** 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.

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 T 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.

SOUTH DAKOTA PUBLIC UTILITIES COMMISSION Date Filed: September 8, 2023 Approved by order dated: December 7, 2023 Docket No. EL23-027 Bruce G. Gerhardson Vice President, Regulatory Affairs



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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 Meter 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.



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GLOSSARY AND SYMBOLS

Section 8.01 GLOSSARY

Glossary of terms used in Tariffs and riders

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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	Ν
supports the remote collection of	Ν
Customer's electrical energy	Ν
consumption.	Ν

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.

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

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 watthour 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.

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Fergus Falls, Minnesota

Third Revised Sheet No. 2 Cancelling Second Revised Sheet No. 2

(Continued)

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

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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 costsLincurred by Company in theLconstruction of Special Facilities, asLdefined in Section 5.03 of theseLGeneral 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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Bruce G. Gerhardson Vice President, Regulatory Affairs



Fergus Falls, Minnesota

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(Continued)			
Kilowatt-Hour (kWh) – A Kilowatt-	L	Meter Reading – The period,	Ν
Hour is the standard unit of measure	L	expected to be 30 days, between	Ν
for electricity for which most	L	requested Meter reads utilized by the	Ν
Customers are charged in cents per	L	billing system to render a	Ν
kWh. One kWh is equal to 1,000	L	Customer's energy consumption.	Ν
watt-hours. The total number of kWh	L		
charged to your bill is determined by	L	Midwest Independent System	\mathbf{L}
your energy consumption. For	LT	Operator (MISO) – An independent	\mathbf{L}
example, if you used a 100-watt light	L	third-party operating in the Midwest	L
bulb for 10 hours, one kWh (100-	L	states and formed to operate the	L
watts x 10 hours = 1,000 watt-hours)	L	transmission system in a way that	\mathbf{L}
would be billed.	L	provides fair access for all electricity	\mathbf{L}
		suppliers. The ISO maintains	\mathbf{L}
Megawatt (MW) – A unit of electrical		instantaneous balance of the Grid	\mathbf{L}
power equal to one million watts.		system by controlling the dispatch of	\mathbf{L}
		flexible plants to ensure that loads	\mathbf{L}
<i>Meter</i> – An electric indicating		match resources available to the	\mathbf{L}
instrument used to measure kWhs,	Т	system. It is regulated by the Federal	\mathbf{L}
kW and/or kVAR.	Т	Energy Regulatory Commission	\mathbf{L}
		(FERC).	\mathbf{L}
<i>Meter Multiplier</i> – A meter			
multiplier is needed for billing		<i>Reactive Demand</i> – A term used in	
Energy and Demand when the actual		the calculation of power factor	
amount of Energy and Demand used		defined as the relationship between	
is too large to be		the total power (kVa) and the real	
registered. Therefore the Meter		power (kW) for loads such as motors	
displays only a fraction of the actual		that require magnetizing current to	
Energy and Demand used. A		operate.	
Multiplier is then applied to the		-	
difference between the present and		<i>Reliability</i> – The providing of	
previous reads to determine the		adequate and dependable generation,	
Customer's actual Energy and		Transmission and Distribution	
Demand use. Residential service		service. Electric system Reliability	
applications typically have a		has two components – adequacy and	
Multiplier of 1. Some Commercial		security. Adequacy is the ability of	
type applications may have a		the electric system to supply the	
Multiplier greater than one in order to		aggregate electrical Demand and	
properly measure the Customer's		Energy requirements of Customers	
actual Energy and Demand use.		at all times, taking into account	

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Bruce G. Gerhardson Vice President, Regulatory Affairs

scheduled and unscheduled outages



Second Revised Sheet No. 4 Cancelling First Sheet No. 4

Fergus Falls, Minnesota

(Continued)

of system facilities. Security is the	\mathbf{L}	S
ability of the electric system to	\mathbf{L}	Ε
withstand sudden disturbances such	\mathbf{L}	co
as electric short circuits or	L	h
unanticipated loss of system facilities.	L	h
Residential – An Energy consumer	L	S
consisting of a single private	\mathbf{L}	p
household, but not necessarily a	L	S
single-family dwelling.	L	aı
Seasonal Customer – A Customer	L	S
who receives utility service	L	p
periodically each year, intermittently	L	S
during the year, or at other irregular	L	aı
intervals.	L	G
Self-Contained Metering – A	L	S p
watthour Meter that has sufficient	Ĺ	e
current-carrying Capacity to meet the	Ĺ	
specific Demand for which it is	Ĺ	S
designed without the need for a	-	T
current transformer. Used to measure		Ir
current up to 400 amperes.		aj
current up to 100 uniperes.		a
<i>Single-phase</i> – An alternating current		u
circuit in which only one phase of		T
current is available in a two-		d
conductor or three-conductor system.		aı
		cl
South Dakota Public Utilities		W
Commission (SD PUC) – The		to

regulating entity operated by the State of South Dakota that oversees the operations of investor-owned electric utilities such as Otter Tail Power Company.

<i>Space Conditioning Loads</i> – Electrical processes used to condition air or water, such as heating, cooling, dehumidifying, or	L L L L
humidifying. <i>Special Facilities</i> - Company provided facilities as defined in Section 5.03 of these General Rules and Regulations.	L L L L L
<i>Standard Facilities</i> – Company provided facilities as defined in Section 5.03 of these General Rules and Regulations.	L L L L
<i>Summer Season or Summer</i> – The period of time beginning June 1 and ending September 30.	L L L
System Marginal Energy Price – The Company's hourly system Incremental Energy cost plus applicable losses, transmission, and a profit margin.	L L L L

Cariff (Tariff Schedules) – A

ocument filed with the regulatory uthority(s) specifying lawful rates, harges, 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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Original Sheet No.5

<i>Total Coincident Demand</i> – The sum of two or more Demands that occur in	L L
the same Demand Interval as	Ē
determined by the Company.	L
Transmission Facilities – Company-	L
provided facilities as defined in	L
Section 5.02 of these General Rules	L
and Regulations.	L
Transmission Service – The	L
reservation and transmission of	L
Capacity and Energy on either a firm	L
or non-firm basis, and as defined in	L
Section 5.02 of these General Rules	L
and Regulations.	L
Winter Season or Winter – The	L
period of time beginning October 1	L
and ending May 31.	L

Bruce G. Gerhardson Vice President, Regulatory Affairs