



## Consolidated Billing Establishing Rates or Changing Rate Factors

An energy supplier must have a COMPETITIVE ENERGY SUPPLIER SERVICE AGREEMENT (trade partner agreement) and a CONFIDENTIALITY AND NON-DISCLOSURE AGREEMENT with the Cooperative. To bill competitive supplier rates through the Cooperative's billing system, the supplier also must have completed a SUPPLEMENTAL AGREEMENT TO PROVIDE CONSOLIDATED BILLING SERVICE FOR COMPETITIVE ENERGY SUPPLIER. Prior to completing the first Rate Sheet the Supplier must have met all conditions outlined in these Agreements.

An energy supplier must be registered with the New Hampshire Public Utilities Commission and abide by their rules and regulations. Also, an energy supplier must have obtained load asset(s) from ISO-NE for each of NHEC's metering domains.

As detailed in the Cooperative's agreement for consolidated billing, rates must be established and then assigned to existing Cooperative members.

When establishing rates a supplier shall transmit a sample bill calculation of a Member's bill for 500 kWh of supplier power. The required sample bill calculation is incorporated into the Cooperative Rate Sheet and will automatically calculate when a rate factor is entered on the form. The kWh quantity of 500 is on the form, and can be changed if a different quantity is more appropriate for the rate being submitted.

When establishing new rates, the rate sheet(s) shall be emailed in sufficient time to provide for review, acceptance, entry, and verification of the submitted rates. Typically this will take 10 "business days", when completed the Cooperative will provide email notification that the rates are available to be assigned to members through the EDI enrollment process.

When changing existing rate factors, the rate sheet(s) shall be emailed in sufficient time to provide for review, acceptance, entry, and verification of the rate changes. Typically this will take 3 "business days", when completed the Cooperative will provide email notification that the process has been completed. If this occurs on or before the last work day in the month, the revised rate factor will be applied to the requested rate when billed in the following month.

When e-mailing rate sheets to the Cooperative, send them to: [CompetitiveSuppliers@nhec.com](mailto:CompetitiveSuppliers@nhec.com).

A provider may establish up to 75 rates. The Cooperative in entering a rate for billing is assuming the rate will be assigned to a Cooperative member through an EDI transaction for billing in the following 30 to 90 day period. The intent is that rates will be setup by the Cooperative only as they are assigned by the competitive supplier to Cooperative members.

When rates remain unassigned for an extended period of time it creates a burden on the Cooperative in managing and maintaining critical information technology resources. The Cooperative will periodically review competitive supplier rates; those found to have been inactive for an extended period of time, will be put onto a list for review by the supplier that submitted the rate. Upon review by the supplier, if the rate will not be utilized in a reasonable period of time by a Cooperative member, it will be removed and will no longer be available.

### NH Public Utility Commission EDI standard (NH PUC EDI) -- Operational Limitations

The Cooperative currently has a small number of locations that utilize Time of Use reading registers for on peak and off peak. This meter configuration is handled in our billing system by assigning a rate to each register. However, the NH PUC EDI standard has no functionality to post 814 enrollments with separate rates by register. This results in the same provider rate posting to both on and off peak registers.

The EDI enrollment process following NH PUC EDI guidelines (814 transactions) will post the provider rate by account not by meter. Therefore, regardless of the metered service; only one provider rate will be applied to all meters and lights for the locations that contain multiple meters, multiple lights, or a combination of meters and lights. All KWH from a location will be billed at the provider's rate in a separate area on the NH Electric Cooperative's bill.



# Consolidated Billing Supplier Rate Sheet

	Supplier Rate ID	Supplier Rate Description	Rate Factor	New Rate	Rate Change	kWh Quantity	Calculated Bill Amount
	5 characters alphanumeric	25 characters alphanumeric	5 digit decimal	Select one		500	500 * Rate Factor
Sample	XYZ10	XYZ Residential	\$0.08976			500	\$44.88
1			\$			500	\$
2			\$			500	\$
3			\$			500	\$
4			\$			500	\$
5			\$			500	\$
6			\$			500	\$
7			\$			500	\$
8			\$			500	\$
9			\$			500	\$
10			\$			500	\$
11			\$			500	\$
12			\$			500	\$
13			\$			500	\$
14			\$			500	\$
15			\$			500	\$
16			\$			500	\$
17			\$			500	\$
18			\$			500	\$
19			\$			500	\$
20			\$			500	\$

Supplier Name: \_\_\_\_\_  
 Contact Name: \_\_\_\_\_  
 Phone Number: \_\_\_\_\_  
 E-Mail Address: \_\_\_\_\_

**Approved by Competitive Supplier**

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

Date: \_\_\_\_\_

Title: \_\_\_\_\_

Note: Must be signature of individual listed as "Supplier's Consolidated Billing Contact in Appendix A of Competitive Energy Supplier Service Agreement."

**Acceptance by New Hampshire Electric Cooperative**

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

Date: \_\_\_\_\_

Title: \_\_\_\_\_

**NHEC Office Use Only**

Rates Entered: \_\_\_\_\_

Rates Verified: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_